



## United Nations Economic Commission For Africa

**REQUEST FOR EXPRESSION OF INTEREST (EOI)**

This notice is placed by UNECA. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of United Nations Economic Commission For Africa. You are therefore requested to direct all queries regarding this EOI to United Nations Economic Commission For Africa using the fax number or e-mail address provided below.

**Title of the EOI:**

Provision of Architectural and Engineering Services

**Date of this EOI:** 30 May 2025**Closing Date for Receipt of EOI:** 13 June 2025**EOI Number:** EOIUNECA23673**Beneficiary Country/Territory:** Ethiopia**Commodity/Service category:** Engineering Design and Construction**Address EOI response by fax or e-mail to the Attention of:** Daniel Mamo/ Zerayakob Demissie/Ali Assaad**Fax Number:****E-mail Address:** mamod@un.org; zerayakob.mengesha@un.org; assaad@un.org**UNSPSC Code:**

81101508 - Architectural engineering



## DESCRIPTION OF REQUIREMENTS

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The United Nations Economic Commission for Africa (UNECA) seeks to engage a qualified Architectural/Engineering firm to provide Campus Architect Professional Services for its headquarters in Addis Ababa, Ethiopia and its five sub regional offices in, North Africa/Rabat/Morocco, East Africa/Kigali/Rwanda, South Africa/Lusaka/Zambia, Central Africa /Yaoundé/Cameron, West Africa/Niamey/Niger and The Institute for Economic Development and Planning in Dakar/Senegal (subsidiary office of UNECA). The premises of UNECA headquarters in Addis Ababa span approximately 130,000 m<sup>2</sup> of buildings across 13 hectares, consisting of over 20 structures, making it the third-largest UN real estate portfolio after UNHQ in New York and the UN Campus in Geneva.

The purpose of this solicitation is to engage a qualified and experienced multidisciplinary architectural/engineering firm to provide professional Architectural Firm Services for the UNECA. The selected firm will support the implementation of multi-year, multi-million-dollar projects and programs aimed at enhancing the functionality, sustainability, security, and accessibility of UNECA's headquarters in Addis Ababa, Ethiopia and its other five sub regional offices (SROs) and Institute of economic development and planning in Dakar/Senegal

The primary objective of this tender is to establish a long-term partnership with a firm capable of:

1. Master Plan Development and Integration:
  - o Further developing and refining the UNECA existing campus master plan, ensuring alignment with organizational goals and integration with the Africa Hall renovations and west campus projects.
2. Design and Technical Support:
  - o Providing architectural, civil, electromechanical engineering, and quantity surveying services among other engineering services.
  - o Developing innovative and sustainable solutions that prioritize climate neutrality, equitable access, and inclusive design.
3. Project Execution and Supervision:
  - o Delivering end-to-end technical support, from initial studies and conceptual designs to the preparation of tender documents, construction administration, and project closeout.
4. Enhancing Campus Infrastructure:
  - o Managing the design, renovation, and modernization of various campus facilities, including healthcare, office, conference, and security infrastructure.
  - o Ensuring compliance with applicable design standards and sustainability initiatives.
5. Accessibility and Environmental Initiatives:
  - o Enhancing accessibility through equitable design solutions for all facilities.
  - o Incorporating environmental sustainability and energy-efficient practices across all projects.
6. Support for Strategic Development:
  - o Facilitating the delivery of phased programming initiatives to address evolving organizational needs, including security enhancements, office modernization, and conference technology upgrades.
7. SROs Support
  - o Pre design and additional services to all five sub regional offices and IDEP. In addition to new building design and project management for SRO South Africa in Lusaka/Zambia

This solicitation aims to ensure that UNECA's headquarters and its SROs maintain the highest standards of functionality, sustainability, and design excellence, supporting the organization's mission and operations over the coming years.

Companies expressing interest should note that this Request for Expression of Interest (REOI) serves as pre-qualification of the companies that will be invited to participate in the tender process. Interested firms will be invited to the tender by "Request for Proposal -RFP" at later stage and the detail requirement will be



further specified in the RFP document.

UNECA reserves the right to change or cancel the requirements at any time during the EOI/ or solicitation process. Thus, submitting a reply to this EOI does not automatically guarantee that your company will be considered for receipt of the solicitation when issued. The RFP and any subsequent commitment to contract will be issued in accordance with UN rules and regulations.

UNECA is precluded from entering into contract with a vendor that is not registered with United Nations Global Market Place(UNGM). Thus, only those vendors who are registered or provisionally registered or have started their registration process in UNGM will be eligible to receive the solicitation document RFP.

Those interested in responding to this EOI but not currently registered as vendors with UNGM, are encouraged to register before submission date for closing of the EOI in the United Nations Global Market Place (UNGM). Further details may be obtained by visiting <https://www.ungm.org/Vendor/Registration> . In order to be eligible for UN Registration, please make sure to declare in writing the Prerequisite for Eligibility criteria itemized from A-F as contained in EOI instruction attached.

The successful bidder will be required to register in UNGM at Level 2 before the Contract award.

Those interested vendors who fulfill the above requirements are required to express their interest in this EOI electronically. In case you have difficulties submitting your interest electronically, please contact: [gebreegzabbers@un.org](mailto:gebreegzabbers@un.org); [mamod@un.org](mailto:mamod@un.org)/ [zerayakob.mengesha@un.org](mailto:zerayakob.mengesha@un.org)(copy to [assaad@un.org](mailto:assaad@un.org)) on or before the closing date of 13 June 2025.

#### SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

#### NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <https://www.ungm.org/Public/Notice>

Only the United Nations Global Marketplace (UNGM) has been authorised to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Requests for Expression Of Interest. Vendors interested in this Tender Alert Service are invited to subscribe on <http://www.ungm.org>



***Vendors interested in participating in the planned solicitation process should submit the Vendor Response Form of this EOI electronically (through the link available on the next page) before the closing date set forth above.***



# VENDOR RESPONSE

## NOTICE

- Companies can only participate in solicitations of the UN Secretariat after completing their registration (free of charge) at the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)).
- As you express interest in the planned solicitation by submitting this response form, please verify that your company is registered under its **full legal** name on the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)) and that your application has been submitted to the **UN Secretariat**.
- While companies can participate in solicitations after completion of registration at Basic Level, we strongly recommend all companies to register at least at **Level 1** under the United Nations Secretariat prior to participating in any solicitations.
- Companies are reminded of the restrictions of employment of former UN personnel that were involved in the procurement process during their last three years of service as per [ST/SGB/2006/15](http://ST/SGB/2006/15), including (a) employing those personnel for one year after separation of service and (b) allowing those personnel to communicate with, or appear before, active UN personnel for matters related to the procurement process for two years after separation of service. Violation of the provisions of ST/SGB/2006/15 may lead to suspension of the registration of the company as a UN vendor.

**PLEASE NOTE:** You should express your interest to this EOI electronically at:

<https://www.ungm.org/Public/Notice/268264>

In case you have difficulties submitting your interest electronically, please contact [mamod@un.org](mailto:mamod@un.org); [zerayakob.mengesha@un.org](mailto:zerayakob.mengesha@un.org); [assaad@un.org](mailto:assaad@un.org) directly for instructions.



## EOI INSTRUCTIONS

### 1) Registering as a Vendor with the United Nations

Vendors interested in fulfilling the requirement described above must be registered at the UN Global Marketplace ([www.ungm.org](http://www.ungm.org)) with the UN Secretariat in order to be eligible to participate in any solicitation. Information on the registration process can be found at <https://www.un.org/Depts/ptd/vendors>.

#### **Prerequisites for Eligibility**

In order to be eligible for UN registration, you must declare that:

- A. Your company (as well as any parent, subsidiary or affiliate companies) is not listed in, or associated with a company or individual listed in:
  - I. the Compendium of United Nations Security Council Sanctions Lists (<https://www.un.org/securitycouncil/content/un-sc-consolidated-list>), or
  - II. the IIC Oil for Food List website or, if listed on either, this has been disclosed to the United Nations Procurement Division in writing.
- B. Your company (as well as any parent, subsidiary or affiliate companies) is not currently removed or suspended by the United Nations or any other UN organisation (including the World Bank);
- C. Your company (as well as any parent, subsidiary or affiliate companies) is not under formal investigation, nor have been sanctioned within the preceding three (3) years, by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice;
- D. Your company has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against your company that could impair your company's operations in the foreseeable future;
- E. Your company does not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with the Vendor in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15).
- F. Your company undertakes not to engage in proscribed practices (including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice), with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN.

**For Registered Vendors:** Vendors already registered at the UN Global Marketplace with the UN Secretariat must ensure that the information and documentation (e.g. financial statements, address, contact name, etc.) provided in connection with their registration are up to date in UNGM. Please verify and ensure that your company is registered under its full legal name.

**For Vendors Interested in Registration:** Vendors not yet registered should apply for registration on the United Nations Global Marketplace (<http://www.ungm.org>); information on the registration process can be found at <https://www.un.org/Depts/ptd/vendors>. Vendors must complete the registration process prior to the closing date of the REOI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the REOI are not considered eligible to participate in solicitations of the UN Secretariat. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

**IMPORTANT NOTICE:** Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.

### 2) EOI Process

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to United Nations Economic Commission For Africa (UNECA) by the closing date set forth in this EOI. *Due to the high volume of communications UNECA is not in a position to issue confirmation of receipt of EOIs.*

Please note that no further details of the planned solicitation can be made available to the vendors prior to issuance of the solicitation documents.

This EOI is issued subject to the conditions contained in the EOI introductory page available at <https://www.un.org/Depts/ptd/eoi>.

