



UNPD

**REQUEST FOR INFORMATION (RFI)**

This notice is placed by UNPD. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of UNPD. You are therefore requested to direct all queries regarding this RFI to UNPD using the fax number or e-mail address provided below.

**Title of the RFI:**

Provision of ICT Training Services with Certifications

**Date of this RFI:** 19 May 2021**Closing Date for Receipt of RFI:** 30 June 2021**RFI Number:** RFIUNPD18527**Beneficiary Country/Territory:** United States of America**Commodity/Service category:** Recruitment & Training Services**Address RFI response by fax or e-mail to the Attention of:** Elina Sverdlova**Fax Number:** Please transmit requested information by email instead of fax**E-mail Address:** elina.sverdlova@un.org**UNSPSC Code:** 86101600,86101700,86101800,86132100**DESCRIPTION OF REQUIREMENTS**

This Request for Information (RFI) is issued with the objective of discovering off-the-shelf ICT training programs and certificate courses and providers that are available in the market.

Please note the RFI process is separate and independent and does not constitute a solicitation. Evaluation of submissions will not result in an award. This RFI is not intended to solicit proposals from prospective vendors, but to gather information that would help the United Nations understand the market situation. Responses to this RFI will not be used to pre-qualify vendors.

This RFI seeks to collect information/data that will be used to understand capabilities in the market and indicate general pricing. Submitted information will be used by the United Nations for internal planning purposes and shall be kept strictly confidential.

Provided information will not be contractually binding to the Vendor or to the United Nations.

Subsequent to this RFI and the submissions received, the United Nations may seek clarification(s) to the information provided by your organization. In your response, kindly advise an appropriate contract name,



email address and telephone number of whom the United Nations may request such clarification(s).

All costs associated with the preparation of a response to this RFI shall be covered by the Vendor.

#### BACKGROUND:

As part of a global career development and learning strategy for all its IT staff, the United Nations Office of Information and Communications Technology (OICT) is seeking vendors that will be able to provide highly rated industry standard online training programs and certificate courses designed to deliver impactful learning to all global OICT staff at an individual or team level.

The vendor should be able to provide training programmes and certificate courses in variety of areas /categories, such as, but not limited to: Project and Program Management, Innovation, Design Thinking, Data Science/AI/Machine Learning, Data Analytics, IT/Web development, Leadership/Decision Making, Digital Marketing, Business Relationship Management, Cybersecurity, and Cloud Architecture Management.

The vendor should also be able to serve as a one-stop shop facilitator and provide global access to the leading universities in the world for United Nations staff in general and OICT staff in particular, whether it is to upgrade existing skills or developing new ones.

OICT is particularly interested in training courses in the following technical areas:

1. Applied Machine Learning
2. Business Analytics: Decision Making Using Data
3. Business Analytics: Data-driven Decision Making
4. Digital Marketing: Customer Engagement, Social Media, Planning & Analytics
5. Digital Transformation: 5 Game-Changing Technologies for Business
6. Fintech: Frameworks, Applications and Strategies
7. Innovation Strategy: How Leaders Create the Future
8. Leadership in a Technology Driven World
9. Mastering Design Thinking
10. Postgraduate Diploma in Innovation & Design Thinking
11. Postgraduate Diploma in Leadership
12. Postgraduate Diploma in Machine Learning and Artificial Intelligence
13. Professional Certificate in Coding: Full Stack in Development with MERN
14. Quantitative Intuition: Making Smarter Decisions with Imperfect Information
15. "Privacy in Technology" Training

Please note that these courses are indicative of the subject material, and alternate course structures would also be considered.



## SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

### Submission:

1. Fill out the electronic link described in Vendor Response section below
2. Respond to the questionnaire and email the questionnaire and any supporting documents to Ms. Elina Sverdlova, at [elina.sverdlova@un.org](mailto:elina.sverdlova@un.org). Please put everything into one PDF file.

### Questionnaire:

- (1) A brief general description of your company, its structure, years in business and the line of business dealing with similar services
- (2) A list of clients in public sector that are utilizing the services through long-term arrangements
- (3) Information on existing programmes jointly delivered with leading universities
- (4) Existing off-the-shelf training catalogue in the area of ICT
- (5) Available pricing models and rate range as well as volume discount (please include instructor led or online/self-paced capabilities)
- (6) Are there any challenges and or risks that could prevent you from delivering the list of services described above? Any particular considerations?
- (7) Any other information that is relevant in demonstrating your company's ability to provide training programs and certificate courses (pdf brochures, online resource portals, etc)

## 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 a potential future solicitation process should submit the Vendor Response Form of this RFI 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)).
- Please verify that your company is registered under its **full legal** name on the United Nations Global Market Place ([www.ungm.org](http://www.ungm.org)) and that your application for registration as vendor has been submitted to the **UN Secretariat** in the same site, to be able to participate in any potential solicitation process as a result of this RFI.
- 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.

**PLEASE NOTE: You should submit your response to this RFI electronically at:**

<https://www.un.org/Depts/ptd/node/add/interest-expressed?EOI=RFIUNPD18527>

**In case you have difficulties submitting your response electronically, please contact [elina.sverdlova@un.org](mailto:elina.sverdlova@un.org) directly for instructions.**



## RFI 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/sc/suborg/en/sanctions/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 RFI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the RFI are not considered eligible to participate in the potential solicitation process related to the RFI. 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) RFI Process

Vendors interested in participating in the potential solicitation process should forward their information (as requested in the RFI) to UNPD (UNPD) by the closing date set forth in this RFI. *Due to the high volume of communications UNPD is not in a position to issue confirmation of receipt of RFIs.*

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

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

