



United Nations Secretariat: United Nations Procurement Division (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 United Nations Secretariat: United Nations Procurement Division (UNPD). You are therefore requested to direct all queries regarding this RFI to United Nations Secretariat: United Nations Procurement Division (UNPD) using the fax number or e-mail address provided below.

Title of the RFI:

Provision of Air transportation Services with Rotary wing aircraft within Poland, Slovakia, Hungary and Romania, in support of United Nations

Date of this RFI: 9 March 2022

Closing Date for Receipt of RFI: 18 March 2022

RFI Number: RFIUNPD19550

Beneficiary Country/Territory: Global

Commodity/Service category: Air Transportation Services

Address RFI response by fax or e-mail to the Attention of: Mr Joseph Mkose And Mr Ivan Ivanisevic

Fax Number: n/a

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UNSPSC Code: 78111500, 78101500, 25131600, 25131604, 25131601, 92101903, 25131902

DESCRIPTION OF REQUIREMENTS

1. United Nations Headquarters is seeking information regarding the provision of Long Term charter Services for one (1) or more rotary aircraft for a period of six (6) months plus two (2) optional six (6) months periods, in support of operations to be stationed in either Romania, Hungary, Slovakia, Poland or elsewhere in Europe.

2. The operator shall provide logistic operations such as transportation of passengers and/or cargo point-to-point operations, operating day and night under VFR/IFR capability. The Aircraft shall be available 24/7. When needed the operator may also be required to undertake other types of services which may include general emergency evacuation with or without an AMET Team.

3. Aircraft Configurations:

- i) Aircraft must be capable to perform missions for a minimum of 9 adult passengers (85 Kg each) with 20 kg of personal luggage each on passenger configuration.
- ii) Aircraft must be able to transport a payload of at least 1,000 kg without refuelling at a distance of 250



- NM.
- iii) Aircraft must be able to be reconfigured from passenger to cargo to general stretcher evacuation configuration or vice-versa in less than 45 minutes.
 - iv) Trained, Type Rated and licensed Flight Crew including Maintenance team.
 - v) All dangerous goods transported by air must be carried in compliance with ICAO Doc 9284, if applicable.
 - vi) The Air Operators are required to be self-sufficient when tasked outside the Main Operating Base.
 - vii) Air Operators are required to have the back office capability to secure and pay for their own landing permits, ground handling, aviation fuel and crew accommodation, meals and transportation and any other operational costs.
 - viii) No Safety concerns from ICAO or EU on the Air Operators or relevant Civil Aviation Authorities granting AOC.

4. Submission instruction:

- i) Please submit the RFI Response Form, including its Questionnaire completed in full by the closing date of this RFI.
- ii) Please provide a copy of Air Operator Certificate (AOC).
- iii) Copy of Operations Specifications (Ops Specs).

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Participation Requirement for non-registered vendors:

For companies that are not yet fully registered as Air Operators with the UN Secretariat, eligibility criteria for participation in this exercise are as follows:

- i. Registration at Level 1. For more information please visit <https://www.un.org/Depts/ptd/vendors/vendor-registration-0>
 - ii. Submit a copy of a valid Air Operator Certificate (including Operations Specifications) to be provided by email attached to this RFI Response
 - iii. If you can provide Medevac services (AMET) submit the relevant approvals/certificates.
 - iv. Submit Level 2 registration application and all documents required to register as an Air Operator to the UN Procurement Division as soon as possible, and prior to any contract award. For more information on the registration process, please visit our website at <https://www.un.org/Depts/ptd/aviation>, or contact the Vendor Registration and Management Team at register@un.org.
- New vendors will need to complete their registration at Level 2 and as Air Operators with the UN in order to be considered for a contract award.

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).
- Please verify that your company is registered under its **full legal** name on the United Nations Global Market Place (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=RFIUNPD19550>

In case you have difficulties submitting your response electronically, please contact joseph.mkose@un.org; ivanisevic@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) 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 United Nations Secretariat: United Nations Procurement Division (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>.





RFI – Provision of Air transportation Services with Rotary wing aircraft within Poland, Slovakia, Hungary and Romania, in support of United Nations.

QUESTIONNAIRE:

In addition to submitting the Vendor Response Form (page 3 of the RFI document), kindly provide answers to the following questions:

SECTION 1

Please indicate if your company can provide:

- ☐ Dedicated/Guaranteed Availability Rotary wings services only
(please complete Section 2 & 4)
- ☐ On-Call Rotary wings services only (please complete Section 3 & 4 below)
- ☐ Both Options (please complete Sections 2, 3 & 4 below)

Comments: _____

SECTION 2: For Dedicated/Guaranteed Availability Services

1. Please indicate which service/s your company can provide from the options below:

- ☐ Option 1: Aircraft can provide Passenger/ CARGO and MEDEVAC Service
- ☐ Option 2: Aircraft can ONLY provide PAX/ CARGO transportation
- ☐ Option 3: Aircraft can ONLY provide MEDEVAC Services

Comments: _____

2. Please indicate the proposed aircraft type/model:

3. Please specify any guarantees or assurances required from the UN to ensure your commitment and availability, if contracted.

4. Please specify the number of days required between Contract signature and having the aircraft operational for tasking.

5. For your Main Operations Base, how many hours in advance (response time) do you require before the aircraft can be operationally available for tasking.

6. What is the minimum and maximum period of time (years) that you require for contract duration?
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7. Please provide indicative pricing in the table below for the service(s) indicated in Question 1 above, with the Main Operations Base located in Poland, Slovakia, Hungary and Romania. Please note that pricing should be **all-inclusive of all fees, expenses, and costs associated with performing the services (including crew, equipment, landing/overhead clearances and fees, permits, ground handling, etc) except for fuel and premiums associated with additional war risk insurance, which are reimbursable at actual cost.**

Service Option	Aircraft Type	Price Point	Quote (US Dollars)
Option 1 Aircraft can provide Passenger/ Cargo and MEDEVAC Service		Fixed Monthly Fee for Aircraft Availability	
		Fixed Monthly Fee for Operational Cost	
		Fixed Monthly Fee for Crew Costs <i>Including rotation, local travel, accommodation and meals</i>	
		Fixed Monthly Fee for AMET <i>Including Equipment, Medicine, rotation, local travel, accommodation and meals</i>	
		Flight Hour Cost (\$/Hour)	
Option 2: Aircraft can ONLY provide		Fixed Monthly Fee for Aircraft Availability	

PAX/ CARGO transportation		Fixed Monthly Fee for Operational Cost	
		Fixed Monthly Fee Crew Costs <i>Including rotation, local travel, accommodation and meals</i>	
		Flight Hour Cost (\$/Hour)	
Option 3 Aircraft can ONLY provide MEDEVAC Service		Fixed Monthly Fee for Aircraft Availability	
		Fixed Monthly Fee for Operational Cost	
		Fixed Monthly Fee Crew Costs <i>Including rotation, local travel, accommodation and meals</i>	
		Flight Hour Cost (\$/Hour)	

SECTION 3: For Standby/On-Call Services

8. Please indicate which service/s your company can provide from the options below:

- ☐ Option 1: Aircraft can provide PAX/ CARGO transportation and MEDEVAC Service
- ☐ Option 3: Aircraft can ONLY provide PAX/ CARGO transportation
- ☐ Option 4: Aircraft can ONLY provide MEDEVAC Services

Comments: _____

9. What is the minimum and maximum period of time (years) that you require for contract duration?

10. For the specific countries below, please indicate how many hours in advance (response time) you require before the Aircraft can be operationally available for tasking.

Region	Location	Aircraft Type	Hours required to be available	Main Operation Base
Europe	Poland			
	Slovakia			
	Hungary			
	Romania			

* Blank spaces left for location to allow the Carrier to propose alternative location

11. What is the hourly cost of each Aircraft type that you can offer based on the Aircraft configuration, as per Q. 1 above. Please provide prices which would be **all-inclusive of all fees, expenses, and costs associated with performing the services (including crew, equipment, landing/overhead clearances and fees, permits, ground handling, etc) except for fuel and premiums associated with additional war risk insurance, which are reimbursable at actual cost.**

Aircraft Options	Aircraft Type/Model	Flight Hour Cost \$
Option 1: Aircraft can provide Passenger/ Cargo and Medevac services.		
Option 3: Aircraft can only provide Pax/ Cargo transportation.		
Option 4: Aircraft can only provide Medevac services		

SECTION 4: Additional Information

12. What additional information do you require in order to commit to the services required?

13. Will you encounter challenges in obtaining overflight clearances for global service? If yes, how long will it take you to obtain required clearances?

14. Are you able to provide MEDEVAC / Air Ambulance Services specifically for COVID-19 patients? If so, please specify the arrangements and equipment in place.

15. Please provide brief information regarding your experience with medical evacuations (years/numbers of evacuations)

16. Information regarding standard staff onboard for medical evacuations

17. List of standard medical equipment carried onboard

18. Capacity for stretchers

19. Your special equipment and SOP (if any and available) for transport of contagious patients/COVID-19 patients.

20. A photo of the interior of aircraft in medical configuration.

21. If your company carries any international accreditation for aeromedical evacuations (EURAMI, CAMTS or equivalent) kindly include this information in your response”
