



United Nations Procurement Division

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

Title of the RFI:

Measurement of personality, values and/or motivational drives in senior leadership selection procedures

Date of this RFI: 1 August 2022**Closing Date for Receipt of RFI:** 24 August 2022**RFI Number:** RFIUNPD20072**Beneficiary Country/Territory:** Global**Commodity/Service category:** Recruitment & Training Services**Address RFI response by fax or e-mail to the Attention of:** Mr. Yacine Gherbi**Fax Number:****E-mail Address:** gherbi@un.org**UNSPSC Code:** 80111700**DESCRIPTION OF REQUIREMENTS**

1. Background

The Leadership Support Section (LSS) of the Department of Political and Peacebuilding Affairs and the Department of Peace Operations of the United Nations is responsible for monitoring the senior leadership landscape, identifying senior leadership requirements and potential candidates for Head and Deputy Head of Mission (D/HoM) posts in Peace Operations and Special Political Missions. This includes the vacancy management, succession planning, and support of selection processes for senior leadership positions within these UN field missions.

In support of the Secretary-General's pledge to advance gender parity, priority is being given to increasing outreach efforts with a view of expanding the pool of qualified female candidates as well as potential candidates from underrepresented regions for senior leadership positions.

D/HoMs work in the most complex settings. They frequently interact with senior government officials, must deal firmly with human rights violations and somehow meet the high expectations of war-tired civilian populations. They are responsible to implement increasingly challenging Security Council mandates,



represent the Secretary-General in peace processes and must also fulfil a managerial role which includes leading operations of up to 20,000 personnel (civilian and uniformed personnel) and managing operations with budgets up to US \$1 billion a year.

It is therefore essential that they not only be skilled in diplomacy, able to facilitate negotiations and mediate to attain mandated objectives but also be emotionally intelligent, humble, people development-oriented and a strong manager while also being passionate about and courageous in the pursuit of the promotion, respect and protection of human rights, gender equality and all UN values throughout their work. Other traits that are considered important for the D/HoMs include integrity, courage, political acumen, being driven by achieving objectives, willing to create a positive working environment, etc

Personality traits, values, leadership style, motivational drivers, etc. are gaining importance in the selection processes for the D/HoMs. LSS is looking for valid and reliable assessment tools that measure key leadership traits.

The following traits are examples of concepts we may be assessing with the tool we seek to procure: Courage, emotional intelligence, decisiveness, result-orientation, humility, and determination. When it comes to motivational drives, we seek to assess the extent to which candidates are for instance driven by achieving objectives, dealing with strategic challenges, creating a positive working environment, making the world a better place, serving others, and motivating a team.

2. Objectives

The objective of the RFI is to explore the market, assess the interest of potential vendors offering comprehensive modern leadership/personality assessment tools to support the selection processes and gather proposals on how they would fulfill the requirements outlined below.

3. General Requirements

The service should include:

- i. A self-report test assessing personality, integrity, humility, and/ or motivational drivers
- ii. Tailored selection of questions / dimensions to be aligned with the new values and behaviors of the UN and the job profiles
- iii. Report requiring minimal interpretation to provide insight into the fit of a candidate to be provided to the panel
- iv. A project team that supports and provides guidance during the customization and implementation of the personality testing pilot
- v. Sample test for at least 5 evaluators as well as at least one sample report
- vi. Documentations on procedures that are followed and methodologies utilised. Psychometric output and statistics that prove that the tool is valid, reliable, fair and suitable to be used for this senior level, truly global pool of applicants. Documents showing the security measures in place to protect confidentiality.

4. Requirements and Product Selection

Confidential nature of documents and information

All documents, information and all other data compiled by or received by the vendor or exchanged between participants and/or between participants and the vendor using the platform shall be: the property of LSS; treated as confidential and delivered only to LSS authorized officials on completion of work under this Contract.

We are looking of an assessment via self-reporting by the candidate (see above for examples of concepts



we are considering to be assessed). Ideally the assessment is a standardized tool. However, we would like the results to be reported using the UN vocabulary. Furthermore, the report needs to be easy to understand, be nuanced and respectful but free of internal inconsistencies. This will make it easier for the panel members, who are familiar with the UN values, behaviors and competencies, to understand the outcome of the exercise.

Please find below a list of indicative questions that should be addressed in your response to this Request for Information:

1. What tool would you recommend?
 - How do you see the reporting process? Can you develop an automated report? If so, how long would it take to set this up? Or would you suggest a consultant drafts a report manually for each candidate? How fast could you deliver the report?
 - Can you share a sample report?
2. The UN has a truly global talent pool. Furthermore, gender parity is an absolute priority for the Secretary General. It is therefore key that the tools we use are demonstrably unbiased, valid and reliable in an international and diverse context.
 - Does the tool you propose meets this criterion? If so, can you provide us with the necessary psychometrics to support this?
3. Given the high profile of the candidates, we seek to limit the duration of the assessment. Ideally, it should not take more than 45 minutes to take the test.
 - What is the average time to take the assessment you are proposing?
4. These are senior positions in the UN system.
 - Does your company have experience with assessments of senior executives? Can you give some examples?
 - Does your company have experience within the UN System, governments and/ or international governmental or non-government organizations? Can you give some examples?
5. Could you please describe the pricing model of your product?
6. Some vendors require that the clients take training on the assessments they provide.
 - Is training or certification necessary to use the tool and the report you propose? If so, how long does the training take?
7. Given the sensitive nature of the information that is being gathered, data protection is an important dimension of this project.
 - Can you briefly describe your approach to security and confidentiality?



SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Please provide your response to this Request for Information by the indicated deadline, sending your documentation and information by email to Mr. Yacine Gherbi (gherbi@un.org). The information provided by your company in response to this RFI should at minimum address the seven (7) questions listed above.

Thank you for your interest.

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=RFIUNPD20072>

In case you have difficulties submitting your response electronically, please contact gherbi@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 Procurement Division (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>.

