



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:

Provision of Air transportation Services with Fixed-Wing Aircraft in Support of United Nations Missions

Date of this RFI: 23 August 2022**Closing Date for Receipt of RFI:** 30 September 2022**RFI Number:** RFIUNPD20151**Beneficiary Country/Territory:** Global**Commodity/Service category:** Air Transportation Services**Address RFI response by fax or e-mail to the Attention of:** Joseph Mkose**Fax Number:** N/A**E-mail Address:** joseph.mkose@un.org**UNSPSC Code:** 25131500, 25131504, 25131505, 25131506, 25131507, 25131508, 25131509, 25131510, 25131511, 25131512**DESCRIPTION OF REQUIREMENTS**

1. United Nations is seeking information regarding the provision of Long-Term Air Charter Services under a Reserve Fleet Services arrangement for one (1) or more fixed-wing aircraft for a period of up to five (5) years in support of United Nations Global operations, which could be activated with a base in one of the countries serviced by United Nations Missions in Africa, Middle East, or South-America more detail available at <https://www.unmissions.org/>.
2. Reserve Fleet concept definition: The United Nations is exploring interest in establishing long-term contracts with a number of Air Operators that would define the terms and conditions under which the contracted vendors would be eligible to submit offers via secondary bidding exercise for a specific requirement in support of the United Nations Missions. The activation period would be for a define time period such as 1 year and with potential optional additional periods.
3. 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. When needed the operator may also be required (if capable) to undertake other types of services which may include general emergency evacuation.



4. Aircraft Configurations:

4.1. Fixed-Wing: the United Nations is considering multiple awards for different aircraft types and capacities the Minimum requirements would be :

- i) Fixed Wing Aircraft must be capable to perform missions for a minimum of 8 adult passengers (85 Kg each) with 20 kg of personal luggage each on passenger configuration.
- ii) Aircraft must be able to be reconfigured from passenger to cargo to general stretcher for noncritical medical evacuation configuration or vice-versa.
- iii) Trained, Type Rated, and licensed Flight Crew including the Maintenance team.
- iv) All dangerous goods transported by air must be carried in compliance with ICAO Doc 9284, if applicable.
- v) The Air Operators are required to be self-sufficient when tasked outside the Main Operating Base.
- vi) 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. Attachments should be sent to Mr. Joseph Mkose at joseph.mkose@un.org
- ii) Please provide a copy of the 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=RFIUNPD20151>

In case you have difficulties submitting your response electronically, please contact joseph.mkose@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>.

