

REQUEST FOR INFORMATION (RFI)

Title of the RFI:

Request for Information for the Provision of Professional Services in relation to Transaction Costs Analysis (TCA)

Date of this RFI: 17 April 2019

Closing Date for Receipt of RFI at PD: 15 May 2019

RFI Number: RFIPN204

Address RFI response by fax or e-mail to the Attention of: Papa Thierno Ndiaye

Fax Number:

E-mail Address: papa.ndiaye@un.org

UNSPSC Code: 93171800,81121500,43231604,80141509,81111806,43232314,81111808,81121501,84121703

DESCRIPTION OF REQUIREMENTS

The Internal Audit Division of the Office of Internal Oversight Services (OIOS) of the United Nations is requesting information related to independent analysis of the transaction costs (TCA). OIOS is considering to utilize an external vendor to perform a TCA on the business and operations of the Office of Investment Management (OIM) of the United Nations Joint Staff Pension Fund (UNJSPF) with the following objectives:

(a) to provide an independent opinion of the adequacy of the transaction costs paid by OIM in relation to best practices in global public markets considering that OIM's trading is global both in developed and emerging markets;

(b) to evaluate the risk management and internal controls established by OIM on mentioned transaction costs, including industry best practices for contracts and agreements; and

(c) to provide assurance on the adequacy and effectiveness of governance, risk management, operations and control processes established by OIM to manage the investment transaction cost of its investment business.

Please visit website at <http://www.unjspf.org/> for additional information on UNJSPF.

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

The UN is looking for information in the following areas:

- Introduction of the company as well as the line of business dealing with the TCA
- Brochures and/or methodologies of the related services
- Various TCA services offered as well as other optional services related to the TCA
- A list of recent engagements featuring similar requirements
- Case studies or success stories, if available

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>

VENDOR RESPONSE FORM

TO: Papa Thierno Ndiaye

RFI Number:

Email: papa.ndiaye@un.org

FAX:

FROM:

SUBJECT: Request for Information for the Provision of Professional Services in relation to Transaction Costs Analysis (TCA)

To be filled by the Vendor (All fields marked with an '' are mandatory)*

COMPANY INFORMATION	
UNGM Vendor ID Number*:	
Legal Company Name (Not trade name or DBA name) *:	
Company Contact *:	
Address *:	
City *:	State:
Country *:	
Telephone Number *:	
Fax Number *:	
Email Address:	
Company Website:	

We declare that our company fully meets the prerequisites A, B, C, D and E, for eligibility to register with the United Nations as outlined in the paragraph 1 of the RFI INSTRUCTIONS page.

Signature: _____

Date: _____

Name and Title: _____

**** If not already registered with UN Procurement Division, please use the following URL to register at United Nations Global Marketplace (UNGM): www.unqm.org.**

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>.

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 responding should forward their information (as requested in the RFI) to the 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 planned 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>.