



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 Global Banking Services to the UN Pension Fund

Date of this RFI: 10 August 2023**Closing Date for Receipt of RFI:** 25 September 2023**RFI Number:** RFIUNPD21698**Beneficiary Country/Territory:** United States of America**Commodity/Service category:** Financial Services**Address RFI response by fax or e-mail to the Attention of:** Ms. Minako Mochizuki**Fax Number:** n.a.**E-mail Address:** mochizuki@un.org**UNSPSC Code:**

84000000 - Financial and Insurance Services

64000000 - Financial Instruments, Products, Contracts and Agreements



DESCRIPTION OF REQUIREMENTS

The purpose of this Request for Information (RFI) is to gather information from potential vendors on a potential requirement for the provision of global banking services for the United Nations Joint Staff Pension Fund (the Fund). The Fund also seeks information about the latest available services and tools; new and improved ways of executing payments; and other innovative solutions.

This RFI is issued solely for information and planning purposes. It should not be considered an official procurement procedure in any shape or form and will not in any way bind the Fund, or the United Nations. It should also be noted that, at this stage, the Fund is simply seeking to be well-informed of potential global banking services as broadly as possible. This RFI does not commit the United Nations to pay any cost incurred in the preparation or submission of any response to the RFI.

You are kindly requested to review the overview of specific requirements on the following page and to provide information as to whether your company could potentially fulfill the requirements.

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

The United Nations Joint Staff Pension Fund is a fund established by the General Assembly of the United Nations to provide retirement, death, disability and related benefits for the staff of the United Nations and the other organizations admitted to membership in the Fund. The total population of participants, retirees, and beneficiaries is approximately 220,000 as of the beginning of 2022.

The Fund issues approximately 80,000 monthly periodic payments in 17 currencies to retirees and other beneficiaries in 190 countries from central bank accounts located in the United States of America.

The Fund would appreciate receiving information on your financial institution's profile with an indication of how you would be able to potentially fulfill the requirements and support worldwide pension payments.

The potential required services may include but are not limited to the following:

- Global ACH payments and collections
- Wire transfers
- FX payments
- Consolidated, secured and streamlined platform for the processing of collection, disbursement and optimization of management of cash flows with customized and automated solutions.
- Real-time or/and intra-day account balance and transaction, information reporting and payment, advice reporting including third-party reporting facility
- Single and/or multiple linked Zero Balance Accounts (ZBA) that will serve as disbursement and/or depository accounts(s) with automated funding mechanism
- Controlled Disbursement Account options to enable the Fund to manage the excess balances.
- Interest-bearing account and automatic sweep capabilities
- Account Reconciliation services
- A proactive pre-payment cheque verification option
- Compatible IT systems.

Interested vendors should provide information such as but not limited to:

(1) The latest company profile, including but not limited the following:

(1.1) A brief general description of your company, its structure, years in business, and focus;



- (1.2) Location of headquarters and main regional offices, operations overseas;
- (1.3) Company's unique product/services related to the Fund's operational requirements;
- (1.4) Latest credit risk rating report or equivalent;
- (1.5) Latest annual report;

- (2) Commercial and pricing Information such as:
 - (2.1) Pricing structure and/or business model for the different services provided
 - (2.2) Estimated price range/cost estimates for the required services
 - (2.3) Examples of past clients or references with similar backgrounds (international organizations) and requirement

Please send your response and documentation directly by email to Ms. Minako Mochizuki at mochizuki@un.org no later than COB 31 August 2023 (Eastern time).

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.
- Companies are reminded of the restrictions of employment of former UN personnel that were involved in the procurement process during their last three years of service as per ST/SGB/2006/15, including (a) employing those personnel for one year after separation of service and (b) allowing those personnel to communicate with, or appear before, active UN personnel for matters related to the procurement process for two years after separation of service. Violation of the provisions of ST/SGB/2006/15 may lead to suspension of the registration of the company as a UN vendor.

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

<https://www.un.org/Depts/ptd/node/add/interest-expressed?EOI=RFIUNPD21698>

In case you have difficulties submitting your response electronically, please contact mochizuki@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/securitycouncil/content/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>.



