

**REQUEST FOR INFORMATION (RFI)****Title of the RFI:**

UN NY COVID-19 Laboratory Services

Date of this RFI: 12 August 2020**Closing Date for Receipt of RFI at PD:** 19 August 2020**RFI Number:** RFIBM5326**Address RFI response by fax or e-mail to the Attention of:** Bennett Mahler**Fax Number:****E-mail Address:** bennett.mahler@un.org**UNSPSC Code:** 85000000,85111508**DESCRIPTION OF REQUIREMENTS**

The United Nations New York (UN-NY) is seeking services from a qualified Service Provider (SP) to deliver laboratory services for United Nations New York (UN-NY) under a special Medical Testing Initiative.

Samples will be taken by trained nursing or medical technician staff, and submitted to the laboratory. The UN requires notification of test results to be conveyed to the medical provider 1-3 days later.

The UN is requesting the following information:

1. Your interest and capability to offer a services as per detailed below within a timeframe of 72 hours.
2. A paper outlining the experience of the laboratory.
3. An estimate of the likely costs per tests.

We kindly request you to reply by 19 August 2020 at 08:00 AM (NY Time) to bennett.mahler@un.org. Please be aware that e-mails larger than 10 MB may not be successfully received by our system.

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

The Service Provider (SP) shall be able to provide the following services :

Receive samples from the testing staff of the Mobile Testing Service.

Process samples in accordance with accepted procedures.

All processes are to take place in a CLIA accredited lab, use FDA approved tests and procedures (including under EUA), and meet routine lab QC requirements for infection control, etc.

Perform COVID-19 testing of appropriate specimens collected from patients meeting the suspected case definition for COVID-19.

Sample testing should be based on detection of unique sequences of virus RNA by nucleic acid amplification tests (NAAT) such as real-time reverse-transcription polymerase chain reaction (rRT-PCR), as per the WHO guidance. The testing should also utilize in vitro diagnostics (IVDs) authorized for use in the jurisdictions of the International Medical Device Regulators Forum e.g. FDA or other relevant regulatory approval.

The SP should be recognized for their quality management system

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: Bm5 **RFI Number:**
Email: bennett.mahler@un.org
FAX:
FROM:
SUBJECT: UN NY COVID-19 Laboratory Services

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.ungm.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>.