



The United Nations Headquarters (UNHQ) in New York, Department of Operational Support (DOS) intends to establish a systems contract(s) for provision of Merchandise Items, including Custom-Made Souvenir and Gift Items for Sale at The United Nations Bookshop in New York, USA.

The anticipated duration of the contract is three (3) years with the option to extend for two (2) additional one (1) year periods (i.e a total of five (5) years), at the UN's sole discretion, subject to satisfactory performance by the contractor.

It is to be noted that the UN does not guarantee any minimum quantity to be purchased during the term of the Contract(s).

Please note that this request for Expression of Interest (EOI) is not the tender document. The vendors submitting the EOI may be included in the list of invitees in the upcoming solicitation, which will provide the details of the requirement

Information on tendering for the UN Procurement System is 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 the planned solicitation process should submit the Vendor Response Form of this EOI electronically (through the link available on the next page) before the closing date set forth above.

- 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).
- As you express interest in the planned solicitation by submitting this response form, please verify that your company is registered under its name on the United Nations Global Marketplace (www.ungm.org) and that your application has been submitted to the .
- While companies can participate in solicitations after completion of registration at Basic Level, we strongly recommend all companies to register at least at 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

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