

United Nations Support Office in Somalia

**REQUEST FOR EXPRESSION OF INTEREST (EOI)**

This notice is placed by UNSOS. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of United Nations Support Office in Somalia. You are therefore requested to direct all queries regarding this EOI to United Nations Support Office in Somalia using the fax number or e-mail address provided below.

**Title of the EOI:**  
PROVISION OF AD HOC OPERATIONAL PERSONNEL IN SOMALIA

**Date of this EOI:** 24 December 2024

**Closing Date for Receipt of EOI:** 10 January 2025

**EOI Number:** EOIUNSOS23318

**Beneficiary Country/Territory:** Somalia

**Commodity/Service category:** Professional Services

**Address EOI response by fax or e-mail to the Attention of:** Ratna Tamang

**Fax Number:** TNATTTT

**E-mail Address:** unsos-procurement@un.org; tamangr@un.org

**UNSPSC Code:**  
93141800 - Employment  
80110000 - Human resources services

### **DESCRIPTION OF REQUIREMENTS**

1. The United Nations Support Office in Somalia (UNSOS) seeks Expression of Interest (EOI) from competent and qualified companies for the provision of Ad hoc Operational Personnel Services in support of the United Nations Transitional Assistance Mission in Somalia (UNTMIS) and UNSOS mandates.
2. For this requirement, UNSOS will undertake a competitive bidding exercise shortly and considers inviting those companies which will have expressed their interest and provided initial relevant information as to their ability to fulfill UNSOS's requirement. Please note, this is not an invitation for submission of a bids.

### **SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)**

3. Prospective Contract Duration is one (1) year with four (4) additional optional one year (1+1+1+1) each period (1+1+1+1+1). The successful Contractor shall be responsible to provide suitably qualified personnel for any and all positions that may be required by UNSOS/UNTMIS. The Contractor shall be solely responsible for the hiring, deployment activities, performance management, termination, payroll, insurance,

# 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](http://www.ungm.org)).
- As you express interest in [inj 73.35797119 0 Td 0 g \(\)4-rc8n9lj \(inj 73.35797119 0 T3 \)5B002 Tm RG 0.550](#)

## EOI 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](http://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,