

Request for Expression of Interest (EOI)

Subject: Provision of 3,500 MX of 100% brilliant white, 100% recycled paper (A4 copy paper).

The secretariat of the United Nations Framework Convention on Climate Change (UNFCCC) hereby solicits your expression of interest for the above requirement, and is hereby announcing its intent to issue an **Invitation to Bid** to interested and qualified vendors that can provide delivery orders of **100% brilliant white, 100% recycled paper** (A4 copy paper)

Date of this EOI: 20 December 2006

Closing Date for Receipt of EOI: 5 January 2007

Address EOI by fax for the Attention of: Chief, Procurement and General Services Unit

E-Mail Address: secretariat@unfccc.int

Fax Number: +49 228 8151999

Brief Description of Requirement:

The objective of the project is to provide the UNFCCC secretariat with copy paper for an estimated 1 year supply.

The paper (100% brilliant), meeting environmentally friendly standards (100% recycled) will be ordered and invoiced as needed, up to a maximum of 3.5 million sheets (3,500 MX)

The EOI must include a description of the company profile and details of relevant experience. However, such description shall be limited to 1-2 pages length, do not include copies of certifications at this stage. EOIs that do not contain the information requested for evaluation by UNFCCC will be rejected.