



Request for Expression of Interest (EOI) **for Consultancy Services**

The secretariat of the United Nations Framework Convention on Climate Change (UNFCCC) hereby solicits your expression of interest for the above project and is announcing its intent to issue a **Request for Proposal (RFP 2015-044)** to interested and qualified vendors who can provide efficient and high quality assistance in major business functional areas.

Date of this EOI: **13 April 2015**

Closing Date for Receipt of EOI: **11 May 2015**

Address EOI by fax for the Attention of: **Procurement Officer**

E-Mail Address: **quotation@unfccc.int**

Description of Requirement:

The secretariat of the United Nations Framework Convention on Climate Change (UNFCCC) seeks qualified vendors who can provide high quality and time advisory assistance/technical support, in areas including but not limited to:

Lots:

1. Strategy- and business development (incl. partnership building and fund raising)
2. Business processes and efficiency
3. Organizational development (incl. governance, design, structure, implementation)
4. Business systems and controlling (incl. quality, risk & crisis management)
5. Human Resources (incl. cultural & behavioural development, executive leadership)

It is intended to set up multi-source long-term agreements that cover the provision of one or more of the listed areas of expertise.

Detailed specifications will be provided as part of the Request for Proposal, which will be issued after the closing date of this request for EOI.

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

We kindly request vendors who are interested in responding to this EOI but have not yet submitted a vendor registration form to the UNFCCC to start the registration process in the United Nations Global Market (UNGM) located at <http://www.ungm.org>.



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This notice is posted for information only and does not constitute an invitation to bid or submit a proposal. The UNFCCC reserves the right to change or cancel these requirements at any time in the EOI and/or solicitation process. The UNFCCC Procurement and General Services Unit consider a vendor's qualifications and experience in the particular commodity/service area, and previous performance, when preparing a list of invitees. Thus submitting an EOI does not automatically guarantee a vendor will be considered for receipt of the solicitation when issued.