



## United Nations Framework Convention on Climate Change

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

This notice is placed by UNFCCC. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of United Nations Framework Convention on Climate Change. You are therefore requested to direct all queries regarding this EOI to United Nations Framework Convention on Climate Change using the fax number or e-mail address provided below.

**Title of the EOI:**

Provision of network infrastructure equipment, maintenance and support

**Date of this EOI:** 15 November 2024**Closing Date for Receipt of EOI:** 24 January 2025**EOI Number:****Beneficiary Country/Territory:** Germany**Commodity/Service category:** End User Technology & Applications**Address EOI response by fax or e-mail to the Attention of:** Procurement Officer**Fax Number:****E-mail Address:** quotation@unfccc.int**UNSPSC Code:** 81112308, 81112309**DESCRIPTION OF REQUIREMENTS**

The United Nations Framework Convention on Climate Change (UNFCCC), adopted in 1992, is the basis of the intergovernmental negotiating process to address the global problem of climate change. That process is serviced by the UNFCCC Secretariat ("the secretariat"), which has been located in Bonn, Germany since August 1996. The secretariat supports all institutions involved in the process to combat climate change, particularly the COP, the subsidiary bodies and their Bureau in the implementation of the Convention and its Paris Agreement. The Paris Agreement's central aim is to strengthen the global response to the threat of climate change by keeping a global temperature rise this century well below 2 degrees Celsius above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5 degrees Celsius. Additionally, the agreement aims to strengthen the ability of countries to deal with the impacts of climate change. In this context, it organizes major conferences at locations around the world, provides web-based services to 197 parties and operates various mandated information systems supporting the Kyoto Protocol mechanisms.



The secretariat has been providing ICT services to all stakeholders including about 500-600 staff member, experts, consultants and external parties from all over the world during the workshops and conferences under the operation of Information and Communication (ICT) subdivision and its datacentre hosting partners. In order to perform its business objectives, the secretariat depends on a high performing and resilient network infrastructure with maximum availability and support. Therefore, the secretariat would like to establish a long-term contract with a qualified service provider who can undertake all tasks related to maintenance, implementation and support of an ICT network infrastructure with the following scopes.

1. Maintenance and support of the existing network infrastructure including LAN and WLAN based on Cisco technology. Maintenance and support of the manageable office switches based on Microsens products.
2. Network optimization including but not limited to LAN/WLAN, network management and network security solution. Support for ad-hoc project on the implementation of new network services in the headquarters and possibly in conference sites.

Detailed specifications will only be provided as part of the Invitation To Bid, which will be issued after the closing date of this request for EOI.

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

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 (max. 5MB). 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 registered as a supplier with the United Nations Global Marketplace (UNGM) to complete the online vendor registration form which can be accessed at <https://www.ungm.org>. EOIs that do not contain the information requested for evaluation by UNFCCC may be rejected.

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 considers 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; and the UNFCCC reserves the right to send the Solicitation Documents to Vendors who were identified through additional market research or others means to source the UN requirements.

#### **NOTE:**

To be eligible to participate in the solicitation process, please declare on a separate document that:

Your company has a written corporate environmental policy, consistent with ISO 14001 (International Organisation for Standardisation), or equivalent.

- Copy of corporate environmental policy attached
- Your company observes the UN Global Compact ten core values in the areas of human rights, labour standards, environment, and anti-corruption.



- Your company has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgement or pending legal action against your company that could impair your company's operations in the foreseeable future
- Your company has no unpaid debts to any public organization exceeding €15,000.00
- Your company is not under formal investigation, nor has been sanctioned within the preceding three 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
- Your company has not been found guilty of grave professional misconduct, including non-compliance with environmental legislation, or of having not fulfilled obligations relating to the payment of social security contributions.

#### 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>

***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.***



# 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 the planned solicitation by submitting this response form, please verify that your company is registered under its **full legal** name on the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)) and that your application has been submitted to the **UN Secretariat**.
- While companies can participate in solicitations after completion of registration at Basic Level, we strongly recommend all companies to register at least at **Level 1** 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 one year after separation of service and (b) allowing those personnel to communicate with, or appear before, active UN personnel for matters related to the procurement process for two years after separation of service. Violation of the provisions of ST/SGB/2006/15 may lead to suspension of the registration of the company as a UN vendor.

**PLEASE NOTE:** You should express your interest to this EOI electronically at:  
[quotation@unfccc.int](mailto:quotation@unfccc.int)

**In case you have difficulties submitting your interest electronically, please contact [quotation@unfccc.int](mailto:quotation@unfccc.int) directly for instructions.**



## 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, 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>. Vendors must complete the registration process prior to the closing date of the REOI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the REOI are not considered eligible to participate in solicitations of the UN Secretariat. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

**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) EOI Process

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to United Nations Framework Convention on Climate Change (UNFCCC) by the closing date set forth in this EOI. *Due to the high volume of communications UNFCCC is not in a position to issue confirmation of receipt of EOIs.*

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 EOI is issued subject to the conditions contained in the EOI introductory page available at <https://www.un.org/Depts/ptd/eoi>.

