

UNITED NATIONS



NATIONS UNIES

United Nations Mission in the Republic of South Sudan
UNMISS
REQUEST FOR EXPRESSION OF INTEREST

Provision of Events Management Training for UNMISS Staff in Juba, South Sudan

Closing Date for Receipt of EOI: **Tuesday, 31 January 2017**

1. The United Nations Mission in South Sudan (UNMISS) through its Integrated Mission Training Center (IMTC) intends to establish a three year (3) local systems Contract for the provision of a periodic Events Management Training for its staff in Juba, South Sudan on an as and when required basis. Interested service providers are encouraged to submit their expression of interest for consideration.

2. **Requirement:**

The training shall include all current and emerging trends in managing events.

3. **Conditions**

As a mandatory requirement for UNMISS, before submitting the EOI response, interested service providers are required to be fully registered as a supplier in the UN Global Marketplace (UNGM) using the link below: <https://www.ungm.org/Public/Pages/RegistrationProcess>

- a. Service providers are encouraged to be fully registered at level one (1) in the UNGM by the time of submitting Bids. **Award for this requirement shall be made to only a level 1 or above registered vendor.**
- b. The Institution must be registered for this particular service in UNGM (UNSPSC Code: 86101800).
- c. UNMISS Procurement Section may reject any EOI that does not contain the final UNGM registration number as it will be considered as non-responsive.

4. Interested service providers are invited to submit their EOI by email or hand delivery to the following: The EOI clearly marked "**Provision of Events Managing Training for UNMISS**", must be received by UNMISS no later than COB of **Tuesday, 31 January 2017**, to the following addresses: E-mail address: kattaj@un.org with copy to ngonyo@un.org. Delivery by hand to: The Chief Procurement Officer, UNMISS Procurement Section, Building 3C/02, Tomping Site, near Juba International Airport, Juba, South Sudan. Attention: Joe Katta.

Important Notice:

This REOI does not constitute a solicitation. UNMISS reserves the right to change or cancel the requirements at any time during the REOI and/or solicitation process. Thus, submitting a response to this REOI does not automatically guarantee that your company will be considered for receipt of the solicitation when issued.