

UNITED NATIONS



NATIONS UNIES

United Nations Mission in the Republic of South Sudan  
UNMISS

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

**Supply and Delivery of Conference Phones and Portable Powered Speakers to the United Nations Mission in the Republic of South Sudan (UNMISS)**

**Closing Date for Receipt of EOI: 21 November 2018**

**Description of General Requirement:**

The United Nations Mission in the Republic of South Sudan (UNMISS) hereby solicit Expression of Interest (EOI) from qualified vendors for the supply and delivery of Conference Phones and Portable Powered Speakers. Delivery of the items will be on the basis of DAP, MONUSCO Logistics Base, Entebbe, Uganda (Incoterms 2010).

**Conditions:**

1. Interested service providers/companies are invited to submit their EOIs for consideration by email (preferred), courier or by hand delivery as indicated below. The EOI must include, at a minimum, the following documentation/information:
  - (a) United Nations Global Market Place (UNGM) Registration: Company should be registered in UN Global Marketplace (UNGM) using the link <https://www.ungm.org> or should start their registration process immediately if not registered. Companies are strongly advised to register or upgrade to Level one (1).
  - (b) Company's contact details: UNGM Identification Number, company name, address, telephone, fax numbers and e-mail must be provided in the EOI Form. Failure to provide this information in the EOI Form may result in a rejection of an EOI.
  - (c) Vendors must be registered in UNGM under the services (UNSPSC No. 43221522) in order to participate in the solicitation for this requirement.

**Important Notice:**

2. This REOI does not constitute a solicitation. UNMISS reserves the right to change or cancel the requirement at any time during the EOI 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.
3. The UNGM Identification Number obtained at the start of the registration process, must be provided to the Procurement officer at the time of submitting the EOI in the completed EOI Form.
4. The "EOI Form" is available in "Business Opportunities" Section of [www.ungm.org](http://www.ungm.org) website. Vendors are strongly encouraged to submit their EOIs through the E-mail addresses provided below.
5. The REOI, clearly marked "Request for Expression of Interest – Supply and Delivery of Conference Phones and Portable Powered Speakers to UNMISS", must be received by UNMISS not later than **COB 21 November 2018** via e-mail address: [tewodrosk@un.org](mailto:tewodrosk@un.org) with a copy to [wambuguk@un.org](mailto:wambuguk@un.org) or if by hand, to the attention of the Chief Procurement Officer, United Nations Mission in South Sudan (UNMISS) Near Juba International Airport, Room No.: 3C/02, Juba, South Sudan. Attention: Tewodros kebede

A handwritten signature in blue ink, appearing to be 'AK'.