

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

This notice is placed on behalf of UN-ICTY. United Nations Procurement Division (UNPD) cannot provide any warranty, expressed or implied, as to the accuracy, reliability or completeness of contents of furnished information; and is unable to answer any enquiries regarding this EOI. You are therefore requested to direct all your queries to UN-ICTY using the fax number or e-mail address provided below.

**Title of the EOI:**

Architectural and Engineering Consultancy Services for Design and Construction of New Facilities for United Nations Mechanism for International Criminal Tribunals at Arusha, Republic of Tanzania

**Date of this EOI:** 15 May 2013**Closing Date for Receipt of EOI :** 28 June 2013**EOI Number:** EOIUNICTY8812**Address EOI response by fax or e-mail for the Attention of:** ICTY Procurement Section**Fax Number:** +31 70 512 5344**E-mail Address:** procurement-icty@un.org**UNSPSC Code:** 81100000, 81101508**DESCRIPTION OF REQUIREMENTS**

1. The UN-ICTY is seeking Expressions of Interest (EOI) from Architectural/Engineering consulting firms with the required expertise and experience in the upcoming new facilities project of the United Nations Mechanism for International Criminal Tribunals (UNMICT) at Arusha, Republic of Tanzania.
2. The new facilities for UNMICT will be located at Lakilaki which is about 12 kilometres from the city centre of Arusha. The allocated plot is a green field site of approximately 15 acres, of which 5 acres will be developed.
3. The conceptual design for the new facilities had been completed by the Office of Central Support Services (OCSS) at the UN Headquarters in New York. Hence, the provision of this consultancy services is to provide detailed design, cost estimation, tender document preparation, construction supervision and administration support to the following new facilities in accordance with the adopted conceptual design and approved budget:
  - A. The Archive Building - with 2,632 square meters estimated gross building area.
  - B. The Court Building - with 620 square meters estimated gross building area.
  - C. The Office Building - with 1,784 square meters estimated gross building area.
  - D. Exterior parking, landscaping, access road, pavement, perimeter protection and all associated utilities services.
4. The prospective consulting firm should provide specialized multi-disciplinary professional services in, but not limited to, the following field:- architecture, interior design, quantity surveying/ cost estimating, structural

engineering, geotechnical/ seismic engineering, landscaping architecture, HVAC engineering, electrical engineering, generator/mechanical engineering, water and wastewater engineering, solar energy design, lighting design, safety & security design, information technology & communication, audio-video system design and furniture & shelving design in order to achieve the required national and/or international standard ,and the requirements of the UN.

5. Pursuant to the General Assembly resolution 67/696, the objective of this project is to take over the occupancy of the new facilities for UNMICT by January 2016.

6. The intent of this EOI is to encourage experienced, reputable Architectural/Engineering consulting firms to express their interest (if already registered as UN vendor) or apply for registration as UN vendor so that they can be considered for the bidding process. It is anticipated that a single lead consultancy appointment will be made, with any services not provided by the lead consultant to be provided on a subconsultancy basis.

7. Please note that this request does not constitute a solicitation. The UN-ICTY reserves the right to change or cancel this request at any time. It should be noted that by submitting a reply to this EOI does not automatically guarantee or obligate the UN-ICTY to invite any particular company to participate in the subsequent bidding process. Only those prospective companies that are deemed qualified by UN-ICTY upon completion of an objective evaluation of their submission to the EOI will be invited to participate in any subsequent tender exercise.

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

The eligible Architectural/Engineering consulting firm should:

1. Have a minimum of five (5) years of proven experience in providing architectural/engineering design services for projects with similar scope and scale. Senior manager who will play a leading role in this project should have at least 15 years relevant experience.

2. Have a physical business presence in Africa, and/or experience and resources to provide similar services in the East Africa Community (Republics of Burundi, Kenya, Rwanda, the United Republic of Tanzania, and the Republic of Uganda)

3. Have completed a minimum of three (3) similar project appointments (in scope and scale) for design and construction administration in Africa and preferably in the East Africa Community

Vendor Response Forms must be completed in full and submitted together with the documents and/or information listed below. The UN reserves the right to reject submissions that are incomplete, or are received after the stated deadline.

1. Client contact details (name, title, email and telephone number) for the three reference projects (as noted under '3' above)

2. Information and/or documents demonstrating physical business presence and/or experience in Africa, preferably in the EAC, specifying years of incorporation and services offered in Africa (and the EAC).

### **NOTE**

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <http://www.ungm.org/Notices/Notices.aspx>

Only the United Nations Global Marketplace (UNGM) has been authorized to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Expression Of Interest. Please subscribe to <http://www.ungm.org/Registration/Login.aspx>

***Vendors interested in participating in the planned solicitation process should complete the Vendor Response Form of this EOI and send it via fax or email to UN-ICTY (UN-ICTY) before the closing date set forth above.***

# VENDOR RESPONSE FORM

**TO:** ICTY Procurement Section

**EOI Number:** EOIUNICTY8812

**FAX:** +31 70 512 5344

**FROM:**

**SUBJECT:** Architectural and Engineering Consultancy Services for Design and Construction of New Facilities for United Nations Mechanism for International Criminal Tribunals at Arusha, Republic of Tanzania

*To be completed by the Vendor (All fields marked with an ‘\*’ are mandatory)*

*If your company is not registered with UNGM, please use the following URL to register at United Nations Global Marketplace (UNGM): [www.ungm.org](http://www.ungm.org). Registration at UNGM is free but mandatory for responding to this EOI. The following information is available about the registration process.*

## COMPANY INFORMATION

**UN Global Market Place (UNGM) Vendor ID Number\*:**

**Legal Company Name** (Not trade name or DBA name) \*:

**Company Contact \*:**

**Address \*:**

**City \*:**

**State :**

**Postal Code \* :**

**Country \*:**

**Phone Number \*:**

**Fax Number \*:**

**Email Address \*:**

**Company Website:**

We declare that our company fully meets the prerequisites A, B, C, D and E, for eligibility to register with the United Nations as outlined in the paragraph 1 of the EOI INSTRUCTIONS page.

Signature : \_\_\_\_\_

Date: \_\_\_\_\_

Name and Title : \_\_\_\_\_

## EOI INSTRUCTIONS

### 1) Registering as a Vendor with UNGM

Vendors interested in fulfilling the requirement described above must be registered with UNGM and may wish to visit [www.ungm.org](http://www.ungm.org) for full registration information in order to be eligible to participate in any solicitation. Information on the registration process can be obtained from the Mission concerned.

#### **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 ([www.un.org/sc/committees/list\\_compend.shtml](http://www.un.org/sc/committees/list_compend.shtml)), or
  - ii. the IIC Oil for Food List website ([www.iic-offp.org](http://www.iic-offp.org)); 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, and has not been in the last five years, under investigation or sanction by
- i. the United Nations, its field missions or any other United Nations organization (including the World Bank),
  - ii. or any government of a United Nations Member State,
- or, if so in any case, such information, including all related circumstances, has been fully disclosed to the United Nations Procurement Division in writing
- C. Your company has no outstanding or pending bankruptcy, judgment or legal action that could impair your company's ability to continue operating as a going concern
- D. Your company does not employ, or anticipate employing, any person (s) who is or was recently employed by the UN (per ST/SGB/2006/15, post-employment restrictions ([www.un.org/docs/journal/asp/ws.asp?m=st/sgb/2006/15](http://www.un.org/docs/journal/asp/ws.asp?m=st/sgb/2006/15))).
- E. Your company (as well as any subsidiary or affiliate companies) and all employees, agents, intermediaries and other persons retained by these companies agree to cooperate with the United Nations during any investigative processes undertaken by them, either before during or after execution of a contract, including providing all required documents, company records, access to employees, officers and staff, as well as financial information.

**For Registered Vendors:** Vendors already registered 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.

**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 UN-ICTY (UN-ICTY) by the closing date set forth in this EOI. *Due to the high volume of communications UN-ICTY 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.