

FORM AM 10-7:

**Procurement Notice/Advertisement
Open International Competition (OIC)**

Country of Destination: Afghanistan, Iran, Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, Uzbekistan

Reference Number: RFP/ATA/2021/02

Description: Developing and touring a travelling exhibition on the Common Heritage along the Silk Roads

Deadline for Submission of Sealed Tenders: 16/04/2021

Posting Date: 18/02/2021

United Nations Educational, Science and Cultural Organization (UNESCO) hereby invite qualified companies to submit sealed tenders as follows:

UNESCO Almaty Office is implementing a project in the framework of which the creation of an exhibition to celebrate the common heritage along the Silk Roads will be developed.

The exhibition will focus on the artefacts of the national museums of Afghanistan, Iran, Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan and Uzbekistan. The travelling exhibition on the Common Heritage along the Silk Roads, comprising of artefacts from the collection of the national museums of the participating countries, will be developed and toured.

Objective: Selected vendor will develop and produce the exhibition design and displays, financial model for the production and touring of the exhibition and will tour the travelling exhibition on the Common Heritage along the Silk Roads.

Outputs: Selected vendor shall develop a travelling exhibition on the Common Heritage along the Silk Roads, comprising of artefacts from the collections of the national museums of the participating countries, will be developed and toured.

Timing: The total duration of the contract will be 12-15 months.

Activities include, but are not necessarily limited to, the following tasks:

A. Facilitate and manage an international touring of the SR exhibition in Europe and the participating countries (upon agreement with the national museums of the participating countries), in particular:

- Propose a model/plan for touring the exhibition in Europe, including a detailed scope of work to be delivered by the contractor and timeline. In close coordination with each of the hosting museums in Europe and in consultation with the UNESCO Almaty project team, complement the travelling exhibition at each venue with relevant artefacts from the collection of the hosting museum.
- Propose a detailed financial model for touring the exhibition in Europe, including parties/organisations proposed to cover associated costs.
- Identify and agree on the hosting museums in Europe.

- Implement the proposed model upon agreement with UNESCO Almaty and the concerned partners.
- Liaise with the national museums of the participating countries to ensure smooth implementation of the project and that all agreements are in place, including procedures, a timeline for delivering artefacts to the hosting museums in Europe, etc.
- Liaise and work directly with service providers required for the exhibition to be developed and transported e.g. insurance companies, logistic companies, graphic designers, etc.
- Agree on the final design for the exhibition with the UNESCO Almaty project team and other exhibition partners.

B. Tour the exhibition in the participating countries:

- Develop a model/plan for touring the exhibition in the participating countries, following the tour in Europe, including a detailed scope of work to be delivered by the contractor and timeline.
- Propose a detailed financial model for delivering the exhibition in the participating countries, including additional parties/organisations proposed to cover associated costs.
- In close coordination with each of the hosting museums in the participating countries and in consultation with the UNESCO Almaty project team, complement the travelling exhibition at each venue with relevant artefacts from the collection of the hosting museum.
- Implement the proposed model agreed-upon with UNESCO Almaty and the concerned partners.
- Identify and agree the hosting national museums in the participating countries.
- Liaise with the hosting national museums from the participating countries to ensure smooth implementation of the project and that all agreements are in place, including procedures, a timeline for delivering the artefacts to the hosting museums, etc.
- Liaise and work directly with service providers required for the exhibition to be delivered e.g. insurance companies, logistic companies, graphic designers, etc.

The purpose of this notice is to provide general information on the requirements for the procurement process and to inform interested suppliers how to obtain a copy of the Solicitation Documents.

Interested companies who wish to participate in the OIC must request for a complete set of Solicitation Documents, available free of charge, from UNESCO contact person at the address shown below.

Your electronic offer should be sent to the UNESCO Almaty Cluster Office on or before **16/04/2021 at 18:00 hours** Almaty time, in strict compliance with the instructions as stipulated in the Solicitation Documents to below email address:

almaty@unesco.org

UNESCO reserves the right to amend the documents at any time during the solicitation process. Any amendments or clarifications will be communicated directly

to all Bidders who have requested for a complete set of solicitation documents and officially confirmed their intention to submit a sealed tender. No remuneration will be made to companies for preparation and submission of their tenders.

UNESCO Contact Information:

UNESCO Almaty Cluster Office / Culture / EU-UNESCO project on Silk Roads

Attn: Aigerim Zhanseitova, EU-UNESCO Project Assistant

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