**Request for Expression of Interest**

**Reference: REOI/YEM/2021-002** **EOI Closing Date: 10 May 2021 at 4:00 PM hrs Sana`a local time**

The United Nations Children’s Fund (UNICEF) in Yemen, is looking for a wet ease – ACMI of a cargo aircraft to support in airlift of humanitarian supplies into Yemen:

1. **SUBMISSION OF EXPRESSION OF INTEREST (EOI):**

* Service providers are requested to complete and submit below EOI form.
* This EOI does not constitute a solicitation. We do not require bids or proposals at this stage; we merely seek your expression of interest in participating in the tender.
* A response to this Request for Expression of Interest does not automatically ensure that you will be selected to participate in the tender.
* UNICEF reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process.
* UNICEF also reserves the right to require compliance with additional conditions as and when issuing the final tender document.
* For any additional information on this EOI, please contact us at e-mail: [tzeidani@unicef.org](mailto:tzeidani@unicef.org)

1. **Notes for SUBMISSION:**

* General information such as, service providers establishment date, structure, internal quality control and insurance mechanism, financial capacity, company fact sheet.
* Suppliers interested in providing services to UNICEF should register in UNGM at Basic and Level 1 levels of registration: <https://www.ungm.org/Account/Registration>.

**Please note the following:**

* UNICEF does not contract with service providers who are non-compliant with the National Labour Laws and Regulations and with those who do not abide to ethical standards related to child labour and landmines.
* UNICEF prefers to collaborate with service providers who have previous working experience with either UN or International Organizations;
* Estimation of monthly flying hours is minimum 70 hours
* UNICEF payment terms are within 30 days after receiving invoices which is based on actual delivery; for this service the minimum flying hours agreed upon will be considered.

1. **The EOI form must be submitted to** Tarek Zeidani ([tzeidani@unicef.org](mailto:tzeidani@unicef.org)) on 10 May 2021 on or before 4:00 hrs, along with the following documents:
2. Company Profile, establishment date, Structure, Financial Capacity, company fact sheet
3. Company list of available fair freighters (owned and leased)
4. Valid Company Registration.
5. Valid Tax Registration Certificate
6. UNGM Registration Number.
7. Bank details.
8. Contracts in the same field, please provide list of clients and the specific engagements conducted for the past 5 years to support this.
9. Any additional/supporting document you deem appropriate.

* **Service methodology to be considered in submission by the service provider:**

1. The cargo aircraft will be placed in Salalah – Oman International Airport from which regular flight shall be commenced based on UNICEF identified needs to Aden and Sanaa (Yemen) airports.

Note: UNICEF will be responsible of obtaining flying permits to Yemen.

1. Flight to Sanaa have a mandatory transit through Aden (both during inbound and outbound)
2. Potential flights to other destination might be requested (e.g. Djbouti, Nairobi, etc..)
3. UNICEF cargo is estimated between 15 to 45 MT per flight thus the company should submit a list of cargo aircrafts that can accommodate the this volume and company back-up plan during aircraft maintenance to avoid servie interruption.
4. The company is expected to provide a breakdown of all costs related to the offered cargo aircraft, such as:
   1. Cost per flying hour
   2. # of crew members and perdiem (accommodation of crew might be provided directly by UNICEF)
   3. Cargo aircraft fuel usage per KM/Hr considering full load (flight from Salalah to Sanaa via Aden is approximately 3 hours; on the return to base the aircraft will be empty)
   4. Airport charges at Salalah airport (estimated cost of basing cargo aircraft per month should be indicated)
   5. Cargo aircraft insurance coverage and fees, this should include the crew; UNICEF supplies are insured thus there will be no need to include in the insurance premium however the option should be provided to cover specific cercimstances if deemed necessary and advised by UNICEF (Supplies to be shipped mostly consist of medicenes, hygiene items, educational materials, children recreational materials)
   6. Etc..

**EXPRESSION OF INTEREST (EOI)**

Reference **REOI/YEM/2021-002** EOI Closing Date: 10 May 2021 **at 4:00 PM hrs local time**.

**EXPRESSION OF INTEREST FORM (EOI form)**

**Reference REOI/YEM/2021-002**

***[Please check the box when appropriate]***

**GENERAL INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full name of organization:** |  | | |
| Institute:  University:  Factory:  Company/ Service Provider: | | | |
| Address: |  | | |
| Country: |  | | |
| Contact Person: |  | | |
| E-mail address: |  | | |
| Tel/Mobile: |  | | Mobile: |
| Alternative Contact person: |  | | |
| E-mail address: |  | | |
| Organization established in | …………..….. (year) | | |
| Years of experience providing similar goods or service(s) | …………………… | | |
| Experience with UN/International Organizations | YES | NO | |
| Legally registered in Yemen | YES | NO | |
| Trade Registration certificate | YES | NO | |
| Tax Payer Card | YES | NO | |
| Local Bank account on company name | YES | NO | |
| UNGM Number  Visit ww.ungm.org to register as a vendor | Required |  | |

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designated Official: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Company Seal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_