

REQUEST FOR EXPRESSION OF INTEREST

3 February 2022

REQUEST FOR EXPRESSION OF INTEREST (EOI) - HQ22NF066 for HEAVY DUTY TABLETS

Closing on 28th February 2022 at 17:00 hrs (Rome, Italy Time)

A. Background

1. The United Nations World Food Programme hereinafter referred to as the "WFP", with its Headquarters located in Via C.G. Viola, 68/70, 00148 Rome, Italy is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience by assisting almost 100 million people in around 83 countries each year. About 17,000 people work for the organization, most of them in remote areas, directly serving the hungry poor.
2. The WFP Global Fleet Unit seeks to purchase tablets to allow WFP drivers to enter fleet management data into an App on the tablet inside the trucks.
3. WFP invites eligible suppliers to express their interest in providing the requested tablets.

B. The purpose of this EOI

4. The purpose of this request for EOI is to identify suppliers with verified technical and financial capacity to provide the goods. Eligible suppliers will be invited to participate in the bidding process for the proposed tender.
5. Eligibility to participate in the proposed tender will be determined on the basis of company's financial stability and its ability to meet the technical specifications.
6. After the deadline for submission of responses has passed, WFP will evaluate responses received and will notify eligible participants of the outcome of the evaluation.

C. How to prepare and submit your Expression of Interest

7. In order to participate in the pre-qualification exercise, companies are required to provide the following:
The filled in EOI Response Form, which includes:
 - Table 1. WFP Requirements
 - Table 2. Supplier Information;
 - Table 3. Supplier Financial Status;
 - Table 4. Supplier Relevant Experience;
 - Signatory by the authorized company representative and company stamp.
8. All supporting documentation listed above shall be prepared in accordance with the instructions provided and sent by email to HQ.TENDERS hq.tenders@wfp.org
9. WFP will not consider incomplete or unsigned submissions. All responses and supporting documentation received will be treated as strictly confidential and will not be made available to the public.
10. This request for EOI does not constitute a solicitation. WFP reserves the right to change or cancel this procurement process or any of its requirements at any time during the process; any such action will be communicated to all participants.
11. Should you have any questions please do not hesitate to contact us hq.tenders@wfp.org.

Yours sincerely,



03/02/2022

Channon HACHANDI
OIC Head, Goods&Services Procurement
The United Nations World Food Programme



REQUEST FOR EXPRESSION OF INTEREST

EOI RESPONSE FORM

TABLE I. WFP REQUIREMENTS

A. Company / Organization’s competencies/ capacities			
	List of WFP requirements/evaluation criteria	Yes	Comments
1	Meeting military grade, withstanding up to a 1.8m drop and 2 ton shock pressure	<input type="checkbox"/>	
2	A long-life 10000mAh battery	<input type="checkbox"/>	
3	Sunlight-readable and operating under extreme low temperature (from -40° Celsius to +80° Celsius)	<input type="checkbox"/>	
4	Capacity to organize shipment globally. Please specify if you have any geographical or other limitation to supply globally (e.g. countries under Embargo etc)	<input type="checkbox"/>	

TABLE II. SUPPLIER INFORMATION

B. Company / Organization’s Background Information			
1	Legal Name of Company/Organization:		
2	Full address:		
3	E-mail address:		
4	Website address:		
4	Telephone:	Fax:	
5	Contact person, title:	Tel./E-mail of contact person:	
6	Registration with UNGM	Yes <input type="checkbox"/> No <input type="checkbox"/>	UNGM No.
7	Type of Business	<input type="checkbox"/> Corporate/ Limited <input type="checkbox"/> Partnership <input type="checkbox"/> Other (specify):	
8	Goods / Services:		
9	Company/Organization Business Registration Number:	Date of Registration:	
10	Additional company/organization background information: [If applicable, insert not more than 100 words]		



REQUEST FOR EXPRESSION OF INTEREST

TABLE III. SUPPLIER FINANCIAL STATUS

C. Company / Organization's Financial Status	
Item	Value USD
Gross Turnover [Insert year]	
Gross Turnover [Insert year]	
Gross Turnover [Insert year]	
<i>Maximum contract value in relation to which your Company can be engaged:</i>	
USD 0 - 30,000	<input type="checkbox"/>
USD 30,000 - 100,000	<input type="checkbox"/>
USD 100,000 - 500,000	<input type="checkbox"/>
above USD 500,000	<input type="checkbox"/>
Maximum "Bank Guarantee" amount available to the Company/Organization	
Last two years audited accounts or alternative assessed within WFP's discretion are attached to prove the information stated above	
	<input type="checkbox"/>

TABLE IV. SUPPLIER RELEVANT EXPERIENCE

List at least 4 contracts in the last two years relevant to the supply of tablets.

D. Company / Organization's Relevant Experience				
Commenced (Month / Year)	Completed (Month / Year)	Type of Contract	Total Value (USD)	Client

TABLE V. SIGNATORY & ORGANIZATION STAMP

E. Signatory	
Name of Company/Organization:	
Name of the authorized representative:	Signature:
Title:	Date: