

United Nations Children's Fund

Supply Division

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REQUEST FOR EXPRESSION OF INTEREST (REOI)

The Joint United Nations Tender for Third Party Logistics –

Freight Forwarding Services

Publish date: 10 July 2023

Closing date: 23:59 Hours Copenhagen time, 7th August 2023

Submit REQUEST FOR EXPRESSION OF INTEREST(REOI) electronically by completing the information required in the **Expression of Interest Form** via [link](#) and **Expression of Interest Questionnaire** via [link](#)

For any questions related to the REOI, please send by **21st July 2023** at 23:59 (Copenhagen time) an email to mjeriha@unicef.org and copy ssrinivasan@unicef.org use subject “Q&A - The Joint United Nations Tender for Third Party Logistics – Freight Forwarding Services”

It is mandatory for Freight forwarders to express interest in all modes of transport (Sea/Air/Inland) concomitantly.

Interested service providers are strongly advised to read the entire document before submitting their response to this REOI.

BACKGROUND

In view of the upcoming tender exercise for Freight Forwarding Services, with this Request for Expression of Interest (REOI), UN (United Nations) Agencies participating in **the Joint UN tender for Third Party Logistics – Freight Forwarding Services** aim to seek information on your business and interest to participate to the future tender.

The overall objective of the tender exercise is for the UN organizations and agencies to enter new global freight forwarding contracts starting July 2024, with global freight forwarders who have the capabilities and expertise to handle shipments on behalf of the UN organizations and agencies through multiple transportation modes from the locations of established hubs of the UN organizations and agencies and from global suppliers to the consignees located in over 180 countries throughout the world.

The participating UN agencies in this tender are the following: FAO, IOM, PAHO, UNDP, UNFCCC, UNFPA, UNHCR, UNESCO, UNICEF, UNOPS, UNPD, UNRWA, WHO and UNICEF being the lead agency, here and after referred to as the “UN Inter-agency tender for 3PL – freight forwarding services”.

The below table summarizes consolidated 2022 volumes of shipments by air and sea of the UN Agencies participating in the UN joint tender for freight forwarding services.

Air shipments	WEIGHT (metric tons)	40,000
	FREIGHT SPEND (USD)	145,500,000
Surface shipments	TEU (20' equivalent)	43,000
	FREIGHT SPEND (USD)	210,500,000

These volumes are only indicative and should not be considered as a volume commitment.

The weight of supplies shipped by air range between 40,000 and 45,000 metric tons per annum, and the total number of TEUs (Twenty-foot Equivalent Unit) shipped by sea range between 38,000 and 43,000 TEU per annum. For details on historical spent by UN please check the Annual Statistical Report on UN Procurement, by selecting the “Transportation, Storage, Mail Services” category through the following link [Procurement data by category \(ungm.org\)](https://ungm.org/procurement/data-by-category)

REQUIREMENTS:-

We are looking for reliable third-party logistics partners, certified freight forwarding companies who best meet UN's ever-changing transportation needs with capacity and capability of operating all modes of transport, and with strong local expertise to support on the future end-to-end transformation on a sustainable and reliable manner.

The Global Contracts aim to cover the following services:

- Multimodal / intermodal capacity & capability to enable end-to-end order and shipment handling
- Shipment handling of multiple humanitarian commodities.
- Follow up with the suppliers on goods readiness
- Freight rates management with the carriers
- Book shipments with the carriers and organize the documentation to dispatch shipments from the suppliers and from UN Agencies' warehouses/hubs.
- Carrier Bills of Ladings and Airway Bills arrangements for port to port and airport to airport transport
- Forwarders' House Bills of Ladings for landlocked countries and Freight Forwarders inland arrangements
- Strong multicarrier capabilities to support UNICEF on rate management during the 3PL freight forwarding contract cycle.
- Local footprint on country/regions
- Obtain transportation solutions for emergencies within 24 hours from request
- Dispatch shipments within 72 hours from the moment of goods readiness
- Proactive follow up and regular update on emergency shipments
- Pricing to the participating UN agencies should be on net/net carrier rates, through an auditable open book policy where the UN agencies can verify the forwarders' books, to ensure that freight charges are invoiced at cost. Forwarders' services will be compensated through a handling fee system which will be detailed in the RFP (Request for proposal).
- Ability to develop and comply with industry standard EDI, with a specific UNICEF EDI protocol, and any other relevant data transmission such as API (Application Programming Interface) through any UN Enterprise Resource Planning (ERP) systems to ensure mutual system updates and automation.
- Control tower service provision and Key client management capability
- Sustainability: reporting, monitoring and mitigation strategies for GHG (Greenhouse Gas) (CO2e) emissions

In addition to the above but not limited to, the following services may be requested when required:

- Pre-carriage: Pick up of the supplies from the suppliers' premises for delivery to the port/airport of loading
- Border clearance and delivery of goods destined to landlocked countries, or via bonded warehouses whenever requested
- Clearance of goods in general at the origin, destination or bonded warehouses whenever requested
- Delivery of goods to final receipt locations whenever requested
- Inland distribution whenever requested on an ad-hoc basis
- Temporary storage arrangements, both dry and temperature-controlled warehouses, if and whenever required

- Collection of proof of delivery which may include data logger results for Keep Cool and Keep Frozen commodities.
- Acceptance of special carrier conditions on behalf of and in consultation with the UN entity.

Consequently, UNICEF is inviting eligible freight forwarders to respond to the REOI. Companies assessed to have the required capacity to provide the services may be invited to participate in the proposed Request for Proposals for Services (RFPS) stage.

For detailed list of origin and destinations countries for UNICEF shipments, please click on the following link <https://www.unicef.org/supply/resources/annual-reports> to access the UNICEF 2022 annual report.

To assess your company's suitability to provide the services, kindly express your interest providing detailed information by responding to the questions listed in Annex I and II.

TERMS

This REOI does not constitute a solicitation. We do not request bids or proposals at this stage. We merely seek information on your business and your expression of interest in participating in the future tender. A response to this REOI does not automatically ensure that you will be selected to participate in tender or be selected for procurement. The decision of UNICEF will be final. UNICEF will not be responsible for the costs incurred in preparing and submitting your expression of interest.

UNICEF reserves the right to change or cancel the requirements at any time during the REOI and/or any future solicitation process. UNICEF also reserves the right to require compliance with additional conditions such as and when issuing any future tender documents.

If you have any additional questions about this REOI, please contact us by 21st July 2023 at 23:59 (Copenhagen time) at e-mail: mjeriha@unicef.org with a copy to ssrinivasan@unicef.org

The full details of the statement of work describing the services required in detail will form part of the future Request for Proposal of Services.

To be qualified for freight forwarders to express interest in this REOI it is mandatory to have capabilities in both air freight and sea freight services.

As a minimum requirement, only companies that provide responses that meet the pass criteria stated in the online forms and questionnaire may be assessed as suitable and may be invited to participate in the RFPS.

To be considered, please complete the information required in **EXPRESSION OF INTEREST FORM** in this [link](#) and **Expression of Interest Questionnaire** in this [link](#).