



United Nations  
Educational, Scientific and  
Cultural Organization

**FORM AM 10-7:**

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

**Country of Destination:** UNESCO Paris

**Reference Number:** RFP/CI/DPT/DHE/2024/03

**Description:** Evaluation of “the International Centre for Documentary Heritage as a Category 2 Centre under the auspices of UNESCO”

**Deadline for Submission of Sealed Tenders:** 29 February 2024, 23:59 CET (Paris time)

**Posting Date:** 30 January 2024

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United Nations Educational, Science and Cultural Organization (UNESCO) hereby invite qualified companies to submit your quotation offering your best prices and delivery conditions for the “Evaluation of the International Centre for Documentary Heritage (ICDH), in the Republic of Korea, a Category 2 Centre under the auspices of UNESCO”.

The Unit of Documentary Heritage at the UNESCO Communication and Information Sector is seeking a contractor to conduct an evaluation of ICDH. The main purpose of this evaluation is to assess the performance of the ICDH and its contribution to UNESCO’s strategic programme objectives, and to provide UNESCO with an independent review for the possible renewal of its current status as a category 2 centre under the auspices of UNESCO. The final evaluation report shall be presented no later than 15 July 2024.

Interested candidates should submit their proposals, consisting of:

1. A Technical proposal including approach and methodology for the assignment, a workplan and the team composition and structure with recent CVs.
2. A Financial proposal (quoted in US dollars) in line with Annex V: Price Schedule Form.

Proposals should be sent in two separate emails at our email account: [ci-procurement@unesco.org](mailto:ci-procurement@unesco.org) in strict compliance with the instructions as stipulated in the Solicitation Documents.

Proposals should be submitted no later than **29 February 2024, 23:59 (Paris time)** without any copy to any other e-mail addresses and with the subject as **RFP/CI/DPT/DHE/2024/03 Evaluation of the ICDH**. Please note that offers sent to any other e-mail accounts will not be considered. Selection will be based on the technical proposal and on the basis of best value for money.

**UNESCO Contact Information:**

Interested entities who wish to submit quotations can request for a complete set of documents (including terms of reference), available free of charge, from UNESCO contact person at the address shown below:

Attn: Philippa Shin, E-mail: [p.shin@unesco.org](mailto:p.shin@unesco.org) or [f.banda@unesco.org](mailto:f.banda@unesco.org)

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