

EXPRESSION OF INTEREST (EOI)

Reference **REOI/2016/012**

Closing Date of the EOI: 22nd November 2016, 3:00 PM

The United Nations Children's Fund (UNICEF) is an agency of the United Nations devoted to serving the world's children. UNICEF began providing assistance to the Philippines in November 1948. Since then the Philippine government and UNICEF have been partners in nurturing the Filipino child.

UNICEF Philippines is looking for services of a qualified companies for the provision of **Media Monitoring Services**.

Interested service providers can submit their expression of interest by email to **phi.bids@unicef.org** or in hard and sealed envelope to UNICEF Philippines Country Office, 31F Yuchengco Tower, RCBC Plaza, 6819 Ayala Avenue, 1200 Makati City no later than 22nd November 2016 (Tuesday), 3:00 PM.

The objectives of the assignment are:

This requirement seeks to establish a Long Term Arrangement(s) for Media Monitoring Services - which will cover print, broadcast, radio and online platforms. This service is key to measuring UNICEF's advocacy and fundraising initiatives as they are covered by the mainstream and online media. The media monitoring agency will work with UNICEF's Communication Section and shall provide with up-to-date news monitoring service report on its key advocacy and programme areas and broadly children-and women-related issues in the local and regional news landscape. Guided by a robust set of global KPIS, the service monitors the quantity and quality of media coverage and measures UNICEF's voice, reach and engagement in comparison with other industry news analysis.

SUBMISSION OF EXPRESSION OF INTEREST (EOI)

- ✓ Interested organisations/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: phi.bids@unicef.org

Required Documents for Submission

1. **General information** such as, organization establishment date, structure, internal quality control and insurance mechanism, financial capacity, company fact sheet.
2. **The Supplier Profile Form and** its annexes (should be obtained, free of charge, from phi.bids@unicef.org). The Form should be completed and returned to UNICEF on 22nd November 2016 (Tuesday) on or before 3:00 PM along with the substantiating documents such as copy of company profile, including SEC registration, BIR registration certificate, bank details, references list, any additional/substantiating document you deem appropriate.
3. Documentation to ensure institution is reputable and financially strong with at least 5 years' experience in the Philippines and Internationally in Media Monitoring

EXPRESSION OF INTEREST FORM (EOI form)

Reference EOI/PHI/2016/012

[Please check the box when appropriate]

GENERAL INFORMATION

| | | | |
|---|--|--|-----------------------------------|
| Full name of organization/company: | | | |
| Evaluation/Research Institution: <input type="checkbox"/> | Civil Society Organisation: <input type="checkbox"/> | Service provider: <input type="checkbox"/> | |
| 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 service(s) | | | |
| Experience with UN/International Organisations | YES | NO | |
| Legally registered in the Philippines | YES | NO | |
| SEC certificate | YES | NO | |
| BIR registration number | YES | NO | |
| Local Bank account on company name | YES | NO | |
| Registration with UNGM ¹ | YES | NO | If YES, registration number |