

REQUEST FOR EXPRESSION OF INTEREST (EOI):
SERVICES REQUIRED- Cash Supply Services

Date of this EOI: 27th June, 2017
Closing Date for Receipt of EOI: 4th July, 2017
Reference No: EOI/SOM-17/2017
Address EOI to the Attention of: Procurement Officer, WFP
Email: Somalia.Procurement@wfp.org

I. DESCRIPTION OF REQUIREMENTS

UN WFP Somalia, has its Liaison Offices in Nairobi and is currently operational in Somaliland, Puntland, Central, Benadir and South regions of Somalia with its Country Office in Mogadishu and Area Offices established in Hargeisa, Bossaso, Galkayo, Mogadishu and Dolow.

UNWFP Somalia hereby seeks to pre-qualify Service Providers with reliable experience and capacity for **Cash Supply Services in Somalia**. Reputable Service Providers are encouraged to fill in the attached supplier registration form which can also be requested by e-mail from Somalia.Procurement@wfp.org or obtained from WFP Area Offices in Somalia or at the Liaison Office, on UN Crescent, Off UN Avenue, Gigiri Nairobi.

Eligible Service Providers, who meet all of the pre-qualification criteria in this EOI, may be invited to the Request for Proposal (RFP). The invitation will be open to any Service Providers who are able to provide the services described above.

No Commitment: This EOI does not contain a contractual offer of any kind. Any Proposal submitted will be regarded solely as a Proposal and not as an acceptance by the Proposer to any offer made by WFP. No contractual relationship will exist except pursuant to an AGREEMENT signed by WFP and the selected Proposer(s) after the Tender Solicitation process. This EOI does not commit WFP to consider any Proposal or award a contract

Terms of Reference and more details of requirements will be sent to the qualified prospective bidders who will have expressed their interest in the submission of bids.

II. SPECIFIC INFORMATION

Prerequisites for eligibility are as follows:

All companies are required to complete the **Supplier registration form** and submit it along with the following documents;

1. **Documentation showing that your company has been in existence for the last 3 years or more,**
2. **Financial capability – three years audited accounts**
3. **Legal capacity – certificate of incorporation/registration**
4. **Past performance – copies of 3 recent Purchase orders of contracts from your clients for supply of goods similar to that described in this expression of interest**
5. **Company profile illustrating: structure and history of company; presence and experience in Somalia.**

For Registered Vendors:

- a. Vendors already registered must ensure that the information and documentation (e.g., financial statements, address, contact name, etc.) provided in connection with their registration are up to date.
- b. Your company (both parent and/or subsidiaries, if applicable) is not currently removed, invalidated or suspended by the UN Headquarters, field missions or other UN organizations (including the World Bank) and is not under investigation by a government or UN Member State.
- c. Your company (both parent and/or subsidiaries, if applicable) is not on, or associated with a company or individual on the 1267 List and 1844 List. These lists are available on the following websites (www.un.org/sc/committees/1267/consolist.shtml) and www.un.org/sc/committees/751/pdf/1844_cons_list.
- d. You have no outstanding bankruptcy, judgment or pending legal action that could impair operating as a *going concern*.
- e. Your subsidiaries, agents, intermediaries and principals agree to cooperate with the United Nations Office of Internal Oversight Service during any investigative processes undertaken by them, either before during or after execution of a contract, including providing all required documents, company records, access to employees, officers and staff, as well as financial information.
- f. A copy of the Potential Bidder's Company Profile and organizational structure denoting prior experience in this field.

For companies not yet registered with WFP

You are still invited to participate in this EOJ considering all the conditions above, except please note that in order to be eligible for UN registration, your company must provide the following before the award of the contract in case your bid is competitive:

- a. A comprehensive list of services that can be provided by your company.
- b. A list of names and addresses of agents and subcontractors that may be used in the performance of any resulting contract.
- c. A list of all senior management staff that will be responsible for executing any resulting contract, including their professional experience, level of training and skills, and current managerial responsibilities and financial authorities.
- d. A complete set of Financial Statements for the Past 3 years: Audited Accounts i.e. Balance Sheet, Income Statement, etc
- e. Duly completed WFP Supplier Registration Form attached to be sent to the above email addresses.

IMPORTANT NOTICE: Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.