

INTERNATIONAL TRADE CENTRE (ITC)**Major Upcoming Business Opportunity Notice****CALL FOR EXPRESSION OF INTEREST (EOI)****Reference:**

Hosting and Support for ITC's Moodle Based E-learning solution

United Nations Common Coding System (UNCCS) for the required goods/services: 749710

Budget: RB/XB funding as appropriate

Contract period:

Two year contract to be awarded as soon as possible, with the option of two renewals of one year period.

Date of this Call for Expression of Interest (EOI):

10 March 2010

Closing Date for Receipt of EOI at ITC/PS:

7 April 2010

Terms of Reference (summary):

Background: A major component of International Trade Centre's (ITC) core business is development and delivery of trade and capacity building training material to clients and partners. As global Internet connectivity improves throughout the world, ITC seeks to use extend its reach by delivering training courses through the Internet using Moodle learning management system (LMS).

ITC seeks a vendor, preferably a Moodle partner, who can host and support corporate Moodle e-learning platform. The ideal vendor should have:

1. Extensive experience in hosting
2. Integration and working on custom developments and in Moodle
3. Proven expertise in developing courseware for online platforms.

The hosting solution, when fully operational should be able to handle 1,000 active users, with an average of 60 concurrent sessions and also able to scale up 50,000 or more users.

Submissions for expression of interest shall include the following elements, which represent the criteria for the pre-selection of suppliers:

1. Organization, structure, and number and qualifications of staff (Hosting, Moodle, Content).
2. Financial reports for the last 2 years (2008-2009), audited by an independent audit company.
3. List of recent most important e-learning contracts for hosting, custom development and content development done for international organizations.
4. Your acceptance, in writing, of the UN supplier code of conduct posted on ITC procurement website.

Only those companies showing at least 5 years of experience in the hosting and custom development in Moodle and online course content development preferably in International Organizations and multinational enterprises in a multi-cultural context and with a strong commitment to respect practices for the profession, strict confidentiality of the process, including the UN supplier code of conduct, should express their interest. Prior experience working with the UN system will be an added advantage.

For any further information on ITC, please consult our website: www.intracen.org

The Procurement Services (PS), Central Support Services (CSS), Division of Programme Support (DPS) invites interested companies to forward their Expression of Interest (EOI) by fax or by email (watson@intracen.org or batt@intracen.org), before the closing date to PS:

Procurement Services
International Trade Centre
Palais des Nations
1211 Geneva 10
Switzerland
Telephone: +4122-7300368
Telefax: +4122-7300900
Website: www.intracen.org

Please indicate your vendor ID number (if already registered with ITC/UNOG or UNGM, otherwise please follow the Procedure for Registration as Potential Vendor at www.ungm.org) and the reference of this EOI in your response.

ITC reserves the right to change or cancel this requirement at any time in the EOI and/or solicitation process.

Please note that only those companies considered qualified by ITC for this project will be invited to participate in this procurement exercise.