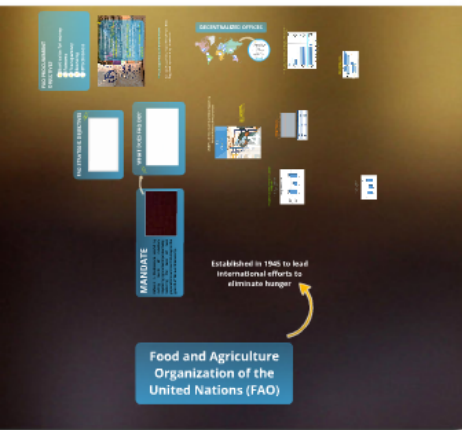
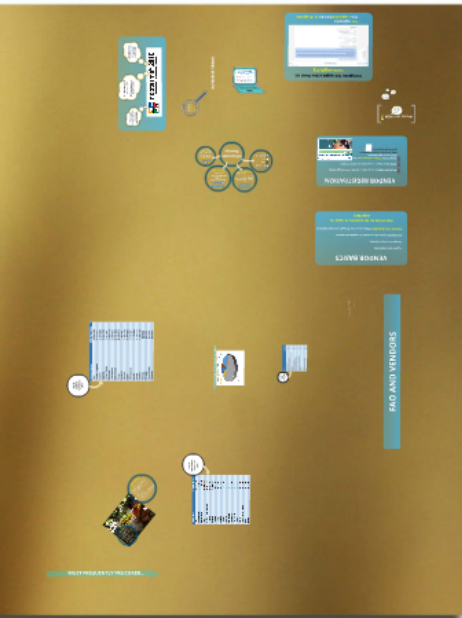
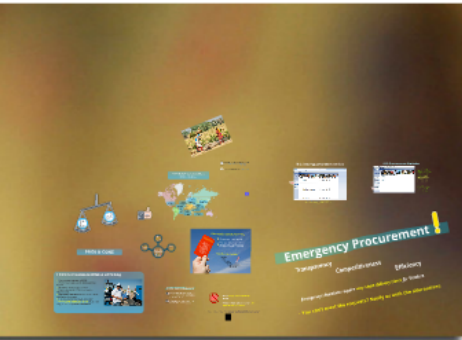


# FOR A WORLD WITHOUT HUNGER

UN Multi - Agency Business Seminar  
Budapest, Hungary 2016



# FOR A WORLD WITHOUT HUNGER

UN Multi - Agency Business Seminar  
Budapest, Hungary 2016

# Food and Agriculture Organization of the United Nations (FAO)

**Established in 1945 to lead  
international efforts to  
eliminate hunger**



# MANDATE

**Achieve a food-secure world by raising levels of nutrition, improving agricultural productivity, bettering the lives of rural populations and contributing to the growth of the world economy.**



# WHAT DOES FAO DO?

CLICK PLAY  
FOR VIDEO



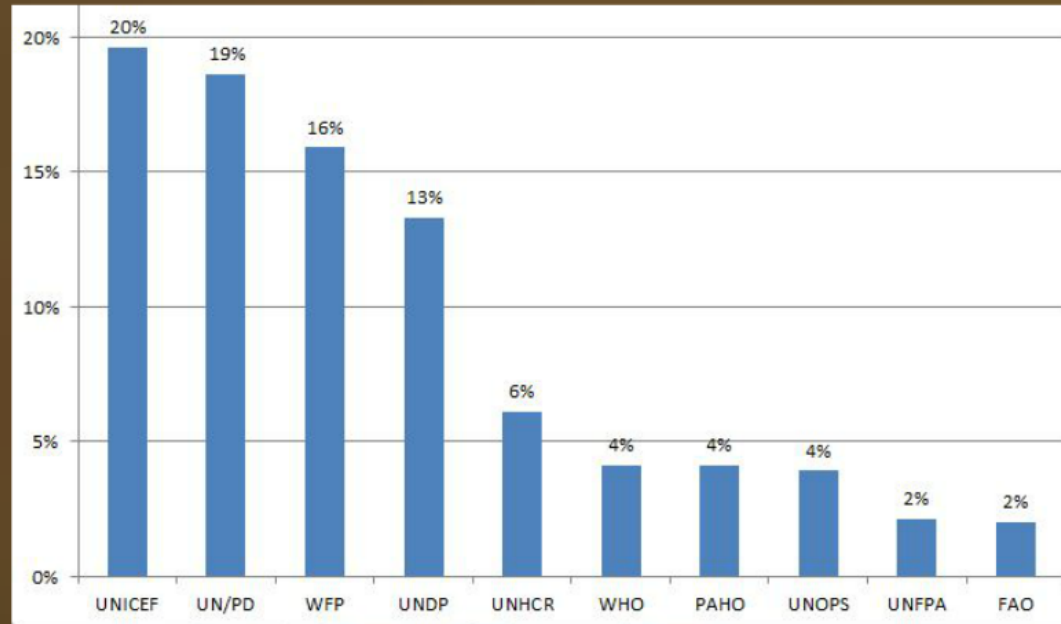
# FAO STRATEGIC OBJECTIVES

CLICK PLAY  
FOR VIDEO



# 4 Big Players . . . .

*Top 10 Agencies by Percentage of Total UN Procurement*



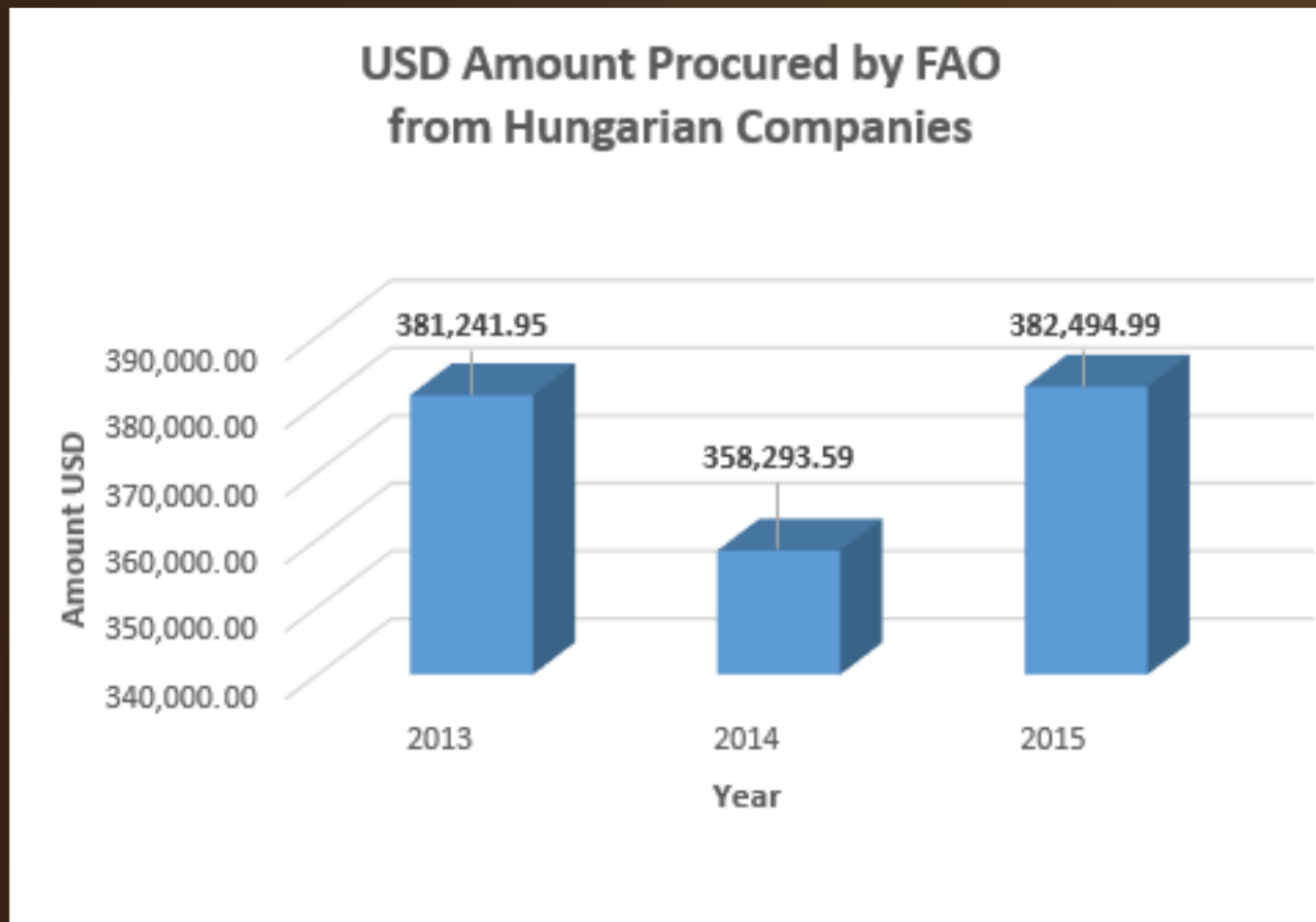
Agency	Total Procurement 2013	Total Procurement 2014
UNICEF	2,741,091	3,382,136
UN/PD	2,997,081	3,207,163
WFP	2,476,558	2,752,857
UNDP	2,628,885	2,285,487
UNHCR	952,635	1,044,741
WHO	771,846	708,671
PAHO	584,986	708,579
UNOPS	749,332	669,035
UNFPA	365,866	357,124
FAO	320,122	350,713

*(in Thousands of US Dollars)*



# Amount Procured by FAO from Hungarian Companies

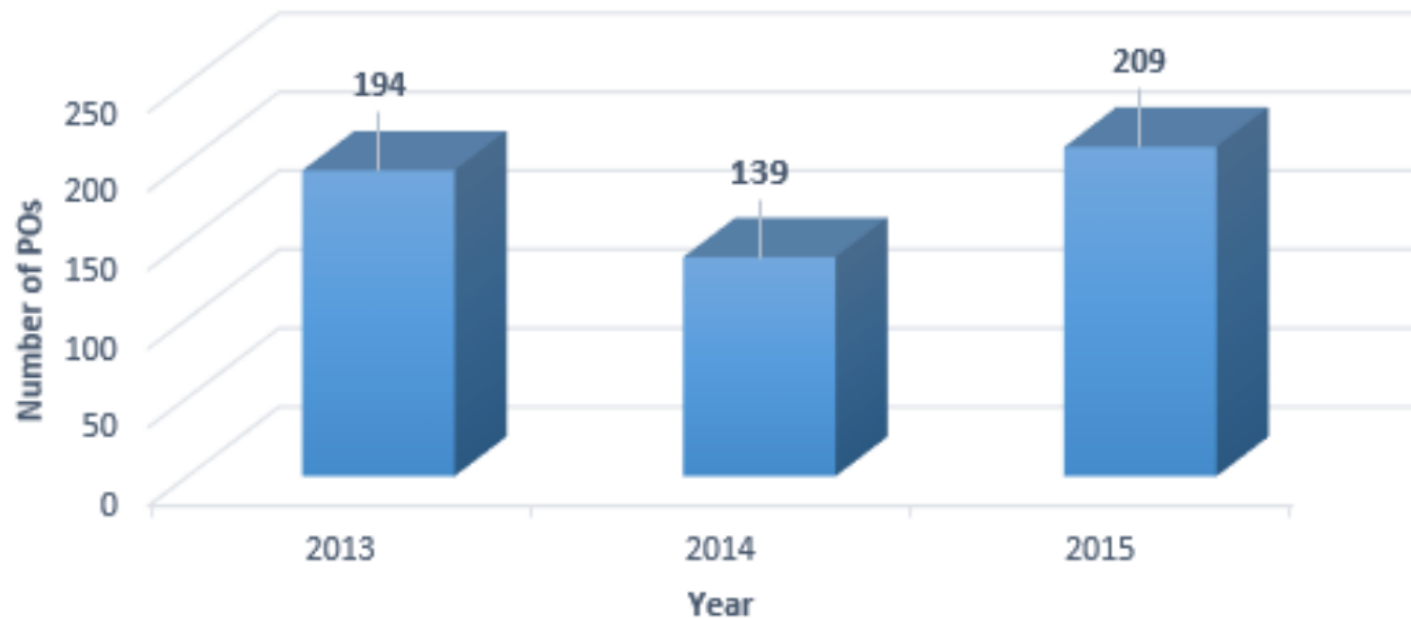
Goods and services, 2013 - 2015  
(US dollars)



# Purchase Orders issued by FAO to Hungarian companies

2013-2015

## POs issued by FAO to Hungarian Companies



# FAO PROCUREMENT OBJECTIVES

- ① Best value for money
- ② Fairness
- ③ Transparency
- ④ Economy
- ⑤ Effectiveness



ACHATS AU SERVICE DU PROJET  
(Projet P4P)

Projet supporté par  
le Royaume de Belgique

Produit \_\_\_\_\_

Poids (Kg) \_\_\_\_\_

Ensaché (date) \_\_\_\_\_

Origine : RDC

PRODUIT DESTINÉ



## ADDITIONAL OBJECTIVES:

- Encourage **developing and emerging economies** and support **capacity building in beneficiary countries** while balancing requirements of international procurement.
- Promote a competitive market by **favoring procurement from the private sector** over government entities, government controlled enterprises or Vendors receiving government subsidies.
- Promote use of **Framework (Long Term) Agreements.**

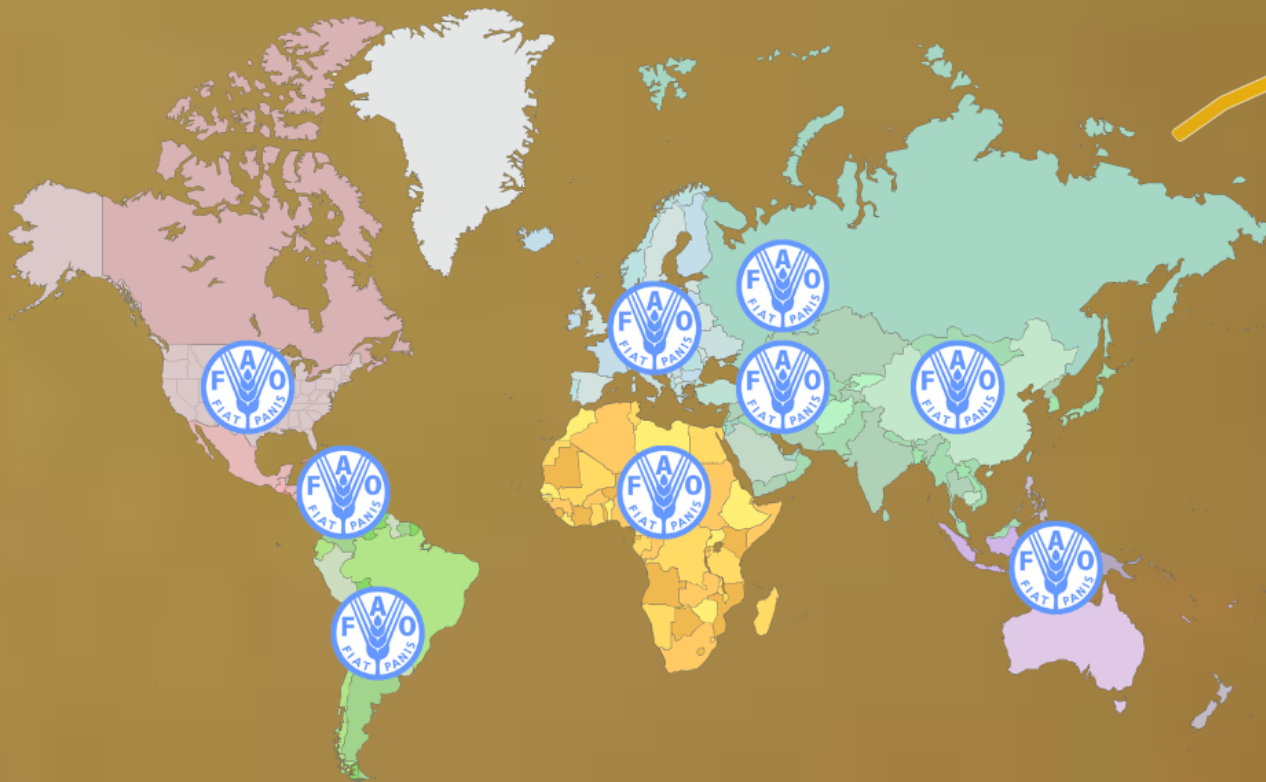
- 
- Promote use of **Framework (Long Term) Agreements.**

©FAO/Olivier Asselin / FAO

## Favor cooperation with other UN entities


- Common Procurement Team (FAO, WFP and IFAD)
- Piggy-backing on existing UN contracts

# DECENTRALIZED OFFICES



- 5 Regional Offices
- 9 Sub-regional Offices
- 7 Liaison Offices
- 80 FAO Representations

Decentralized offices have a procurement authority ranging from USD 100,000 to USD 500,000.

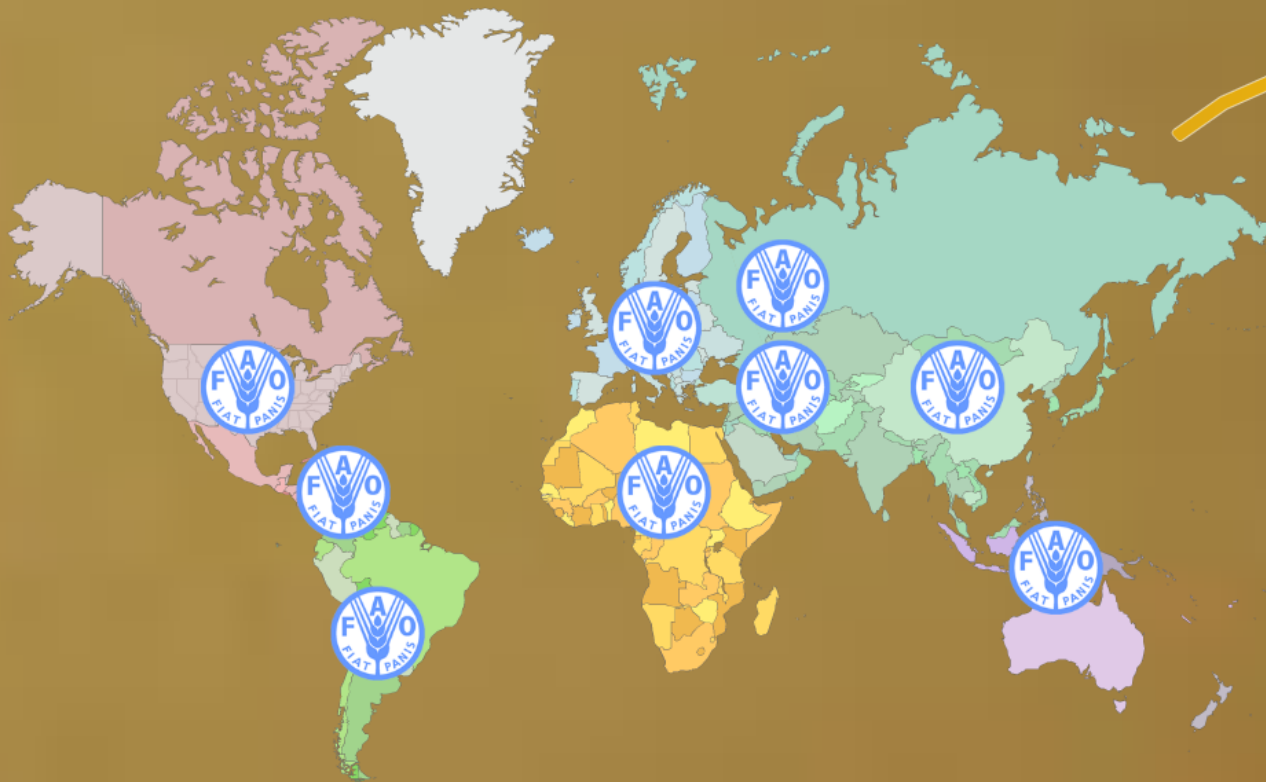
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# MOST FREQUENTLY PROCURED...

# GOODS

- Chemicals (fertilizers and pesticides)
- Agricultural produce (seeds, crop, vegetable, seedlings, plantlets)
- Special purpose machinery (agricultural machinery, tractors, spraying devices, irrigation equipment)
- Office and IT equipment
- Medical appliances, precision and optical instruments (laboratory equipment)
- Veterinary pharmaceutical products and vaccines, live animals and animal feed

# SERVICES

- Small scale construction (laboratories, irrigation, milk processing, etc.)
- Information dissemination activities
- Information technology
- Transportation, storage and materials handling
- Communications
- Technical studies
- Inspection services, surveys and studies
- Building infrastructure and maintenance
- Aerial Spraying and Surveying (locust)



# FAO AND VENDORS

# VENDOR BASICS

- Expressions of interest.
- Competitive-based awards.
- Participation generally extended to registered Vendors.
- **FEEDBACK ENCOURAGED!** Please share your thoughts and input with us!

**FAO relies on its Vendors to meet its mandate.**

# VENDOR REGISTRATION



Accurately indicate your products and services through UNGM.



Registration does not guarantee invitation to tender.



Details of the **Vendor registration** on the  
FAO Procurement Internet:

[www.fao.org/unfao/procurement/  
general-information/en](http://www.fao.org/unfao/procurement/general-information/en)



The screenshot shows the top portion of the FAO website. At the top left is the FAO logo and the text "Food and Agriculture Organization of the United Nations". To the right are language options: العربية, 中文, English, Français, Pycckий, Español, and a search bar labeled "Google Custom Search". Below this is a horizontal navigation menu with tabs for "About FAO", "In Action", "Countries", "Themes", "Media", "Publications", "Statistics", and "Partnerships". A green banner below the menu reads "Regional Conference for Africa, 24-28 March 2014 – Tunis, Tunisia". The main content area features a photograph of a woman in a purple headscarf and white shirt carrying a baby in a purple sling on her back, standing next to a large green bowl filled with grain. To the right of the photo is a text box with the headline "FAO calls for action to accelerate economic transformation and development in Africa" and a sub-headline "Focus on smallholder farmers and family farming as Regional Conference for Africa gets under way". At the bottom of the photo and text box are navigation arrows and a series of five dots, with the first dot filled, indicating the current slide in a sequence.

## SUBMISSION DEADLINES

- 2 weeks - ITBs for goods
- 4 weeks - ITBs for services
- 6 weeks - RFPs

For **emergencies** these deadlines may be **significantly reduced**.





## VALIDITY OF BIDS



- Goods: minimum 2 months
- Services: minimum 6 months

Tender proposals may be re-used for 12 months

## SUBMIT BY SECURE...

-  email (preferred)
-  facsimile
-  courier
-  electronic tendering (In-tend)

# Solicitation Process



## IMPORTANT

- **Follow the instructions!**  
Non compliance may result in an invalid offer.
- Don't accept General Terms & Conditions and/or clauses?  
**Notify why!**



may be signi

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requests  
to provide  
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DAT (final destination  
Incoterms 2010)

Exceptions: some  
destinations (e.g.  
FAO organizes the  
transport (FCI)  
Incoterms 2010



# Incoterms<sup>®</sup> 2010

by the International Chamber of Commerce (ICC)

FAO requests  
Vendors to provide  
for delivery to  
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DAP (final destination  
Incoterms 2010)

DAT (final destination  
Incoterms 2010)

Exceptions: some  
destinations (e.g. Iraq)  
FAO organizes the  
transport (FCA  
Incoterms 2010).



# Incoterms<sup>®</sup> 2010

by the International Chamber of Commerce (ICC)

## INSPECTION: LOADING/UNLOADING

- Inspection contracted by FAO with **3rd party** independent superintendency companies.
- Inspections are carried out at **loading** to verify the quality, quantity, bagging, marking, etc. and at **unloading** to identify damage/loss during transport.
- FAO instructs Vendors to **dispatch goods without waiting for inspections results.**
- Don't agree with conditions?  
**Notify us and say why!**



# PAYMENT TERMS





**FAO IS A RELIABLE PAYER**  
**30 days from receipt of required documentation**

- **No** advance payment or letters of credit.
- **Contracts:** possibility of **20%** advance payment upon receipt of **bank guarantee**.

# Emergency Procurement !

Transparency

Competitiveness

Efficiency

*Emergency situations require **very short delivery times** for Vendors.*

- **You can't meet the requests? Notify us with the alternatives.**



- Strict **“No-gifts, no-hospitality”** policy.
- Vendors must adhere to the **UN Supplier Code of Conduct.**

<http://www.fao.org/unfao/procurement/codedeconduitethique/en/>



# FAO Vendor Sanctions Policy

## Sanctions include:

*(from less to more severe)*

1. Reprimand
2. Conditional Non-Debarment
3. Debarment with Conditional Release
4. Debarment
5. Restitution or Remedy



FAO is the steward of public funds.



FAO must make every effort to prevent and deter actions that could be construed as fraud or misconduct.

## "Sanctionable Actions"

- Corruption
  - Fraud
    - Collusion
      - Coercion
        - Unethical practice
          - Obstruction



## **Sanctions include:**

*(from less to more severe)*

- 1. Reprimand**
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- 3. Debarment with Conditional Release**
- 4. Debarment**
- 5. Restitution or Remedy**



prev  
be

"S



Vendors have a reasonable time (30 working days) to prepare a response, provide arguments as well as evidence.



FAO will share information concerning sanctions with the rest of the UN System through UNGM.



Sanctions Committee will only recommend debarment when there is sufficient evidence.

# SANCTIONS COMMITTEE



# POOR PERFORMANCE



Right to apply damages for Goods & Services not meeting specifications or for late delivery.



Consistent poor performance could be considered in future tenders.

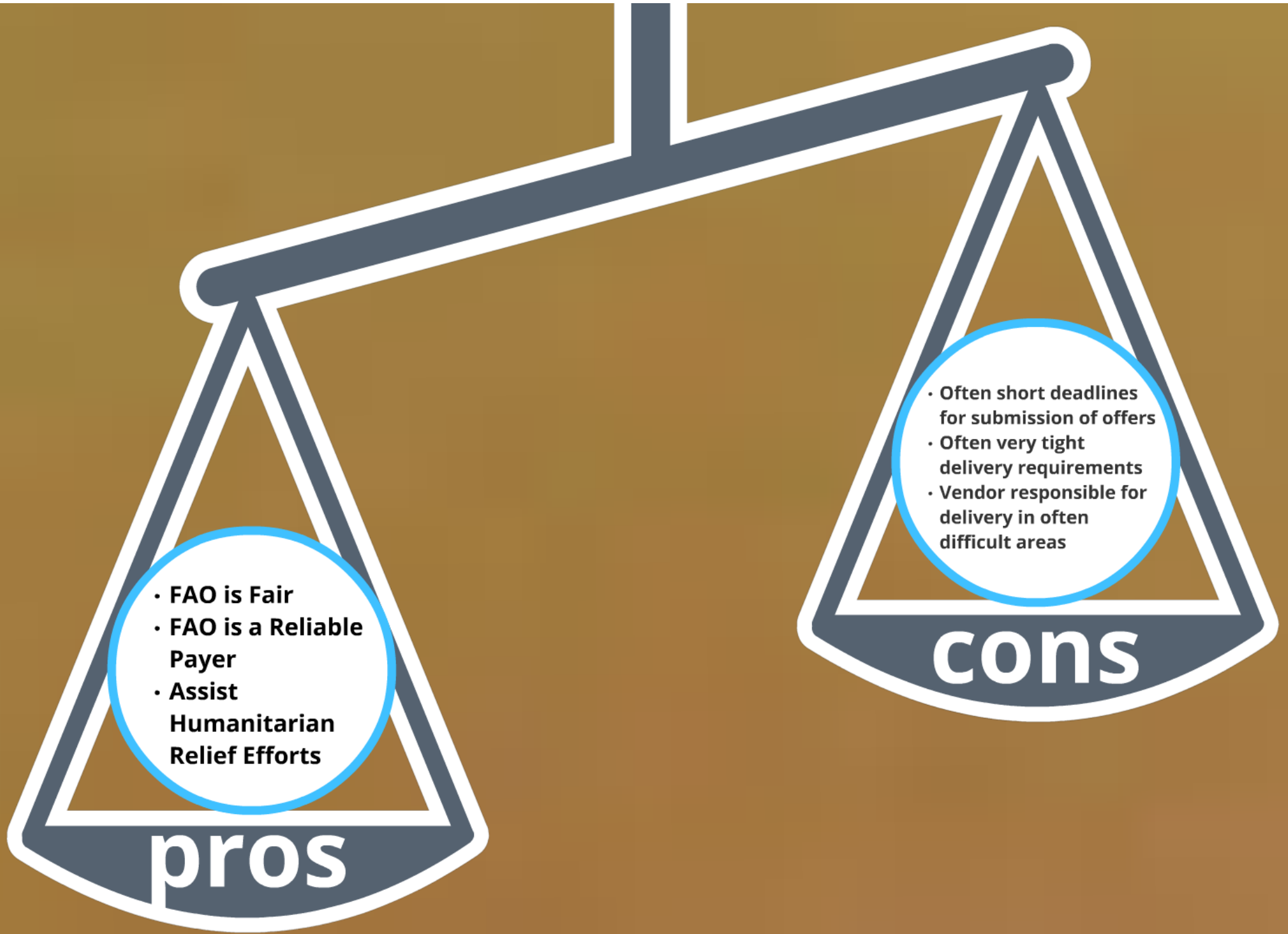
# 7 TIPS FOR DOING BUSINESS WITH FAO

1. Register your company in UNGM.
2. Check opportunities in the UNGM and FAO website.
3. Keep your company info updated.
4. Prepare Responsive Offers meeting the requirements.
5. Meet tender deadlines and instructions in the solicitation documents.
6. If at first you don't succeed... try again!
7. **WE WELCOME FEEDBACK & INPUT!** Let us know why you don't respond to a solicitation.





# PROS & CONS



- FAO is Fair
- FAO is a Reliable Payer
- Assist Humanitarian Relief Efforts

**pros**

- Often short deadlines for submission of offers
- Often very tight delivery requirements
- Vendor responsible for delivery in often difficult areas

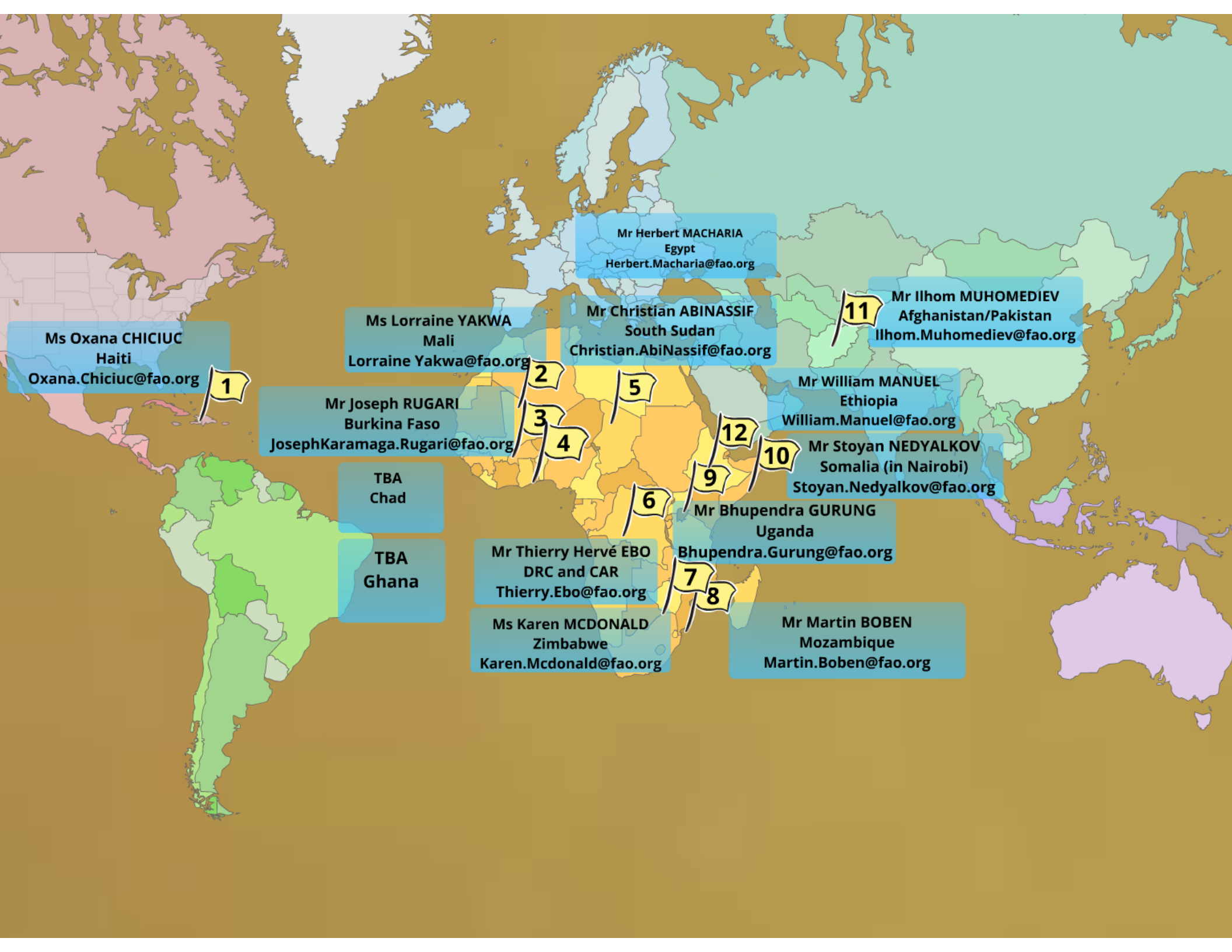
**cons**

**Liaising with  
country  
offices may  
be a  
challenge:**

**But our team of  
International  
Procurement  
Officers  
in the field  
makes the task  
easier**

# International Procurement Officers around the globe...





**Ms Oxana CHICIUC**  
Haiti  
Oxana.Chiciuc@fao.org



**Ms Lorraine YAKWA**  
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Lorraine.Yakwa@fao.org

**Mr Joseph RUGARI**  
Burkina Faso  
JosephKaramaga.Rugari@fao.org

**TBA**  
Chad

**TBA**  
Ghana

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Stoyan.Nedyalkov@fao.org

**Mr Bhupendra GURUNG**  
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**Mr Martin BOBEN**  
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Martin.Boben@fao.org

**Mr Ilhom MUHOMEDIEV**  
Afghanistan/Pakistan  
Ilhom.Muhomediev@fao.org



# Bidding Opportunities Online

http://www.fao.org/unfao/procurement/bidding-opportunities/user-form/en/

Find: zhongke

english

**FAO Procurement**

Food and Agriculture Organization of the United Nations  
for a world without hunger

FAO Home

About FAO procurement

Doing Business with FAO

**Bidding Opportunities**

Ethics Code of Conduct

Frequently Asked Questions

Vendor Registration

Frequently procured Goods and Services

Statistics from 2009 - 2014

Contact Information

CATEGORY CODE	SHORT DESCRIPTION OF SERVICES / GOODS	ESTIMATED DATE OF TENDER	TENDERING ENTITY	STATUS OF TENDER	Eol	AWARDED COMPANY	AWARD IN US\$
<b>Planned Services for HQs Operations</b>							
	Provision of Office Chairs	01/03/2016	FAO Rome	To be issued	<input type="checkbox"/>		0
	Stationary and Office supplies	04/01/2016	CPT Rome	To be issued	<input type="checkbox"/>		0
	Handling of the Organization's mail and distribution Services, Internationa Courier, Diplomatic Pouch etc..	13/07/2015	FAO Rome	To be issued	<input type="checkbox"/>		0
	Commercial Information Services	13/07/2015	FAO Rome	To be issued	<input type="checkbox"/>		0
	IT Sourcing Tender	06/07/2015	FAO Rome	To be issued	<input type="checkbox"/>		0
	Supply of Electricity for the 3 UN Rome based Agencies	06/07/2015	CPT	To be issued	<input type="checkbox"/>		0
	Service Desk SoftwareServices Secure Collaboration & Confident.Doc.	03/07/2015	FAO Rome	To be issued	<input type="checkbox"/>		0
	Headquarters Travel Agency Services	08/06/2015	FAO Rome	To be issued	<input type="checkbox"/>		0
	Effective Leadership/Team Building (Design and Delivery)	05/06/2015	FAO Rome	To be issued	<input type="checkbox"/>		0
	Commissary Outsourcing Contract	01/06/2015	FAO Rome	To be issued	<input type="checkbox"/>		0
	Tipping Point Intrusion Preventing System	01/06/2015	FAO Rome	To be issued	<input type="checkbox"/>		0
	Support, one year licensing for scan mail	01/06/2015	FAO Rome	To be issued	<input type="checkbox"/>		0

100%

Tender Calendar available at <http://www.fao.org/unfao/procurement/bidding-opportunities/user-form/en/>

# FAO Procurement Statistics

www.fao.org/unfao/procurement/statistics-from-2010-2015/en/

english français español

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Contact us | Terms and Conditions | Scam Alert

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**Statistics for Procurement Activities from 2010 to 2015**

- Statistics 2015
- Statistics 2014
- Statistics 2013
- Statistics 2012
- Statistics 2011
- Statistics 2010

Additional statistics and information on vendors with procurement actions over USD 100,000\* available at <http://www.fao.org/unfao/procurement/statistics-from-2010-2015/en/>

\*Data does not contain information on unit prices or other commercially sensitive information



**Questions relating to Vendor Registration**  
**[Global-Vendor-Management@fao.org](mailto:Global-Vendor-Management@fao.org)**



**FAO Procurement Internet: [www.fao.org](http://www.fao.org)**





**THANK YOU!**

©FAO/Virginija Morgan / FAO  
Women in Agriculture in Pakistan