



UNOG

**STRATEGIC
HERITAGE PLAN**

SAFETY | SUSTAINABILITY | PATRIMONY

Information Session Strategic Heritage Plan

Madrid 30 November 2016



Agenda

- Introduction
- Palais des Nations
- Strategic Heritage Plan SHP
- New Office Building “Building H”
- Renovation of the Palais de Nations
- Procurement process
- Questions



Palais des Nations

- **Second largest site** of the United Nations after the United Nations Headquarters in New York.
- The **most active center** for multilateral diplomacy in the field of peace, human rights and well-being around the world.
- **Working for Peace, Rights, Well-being**



Palais des Nations Today

Library Archives:

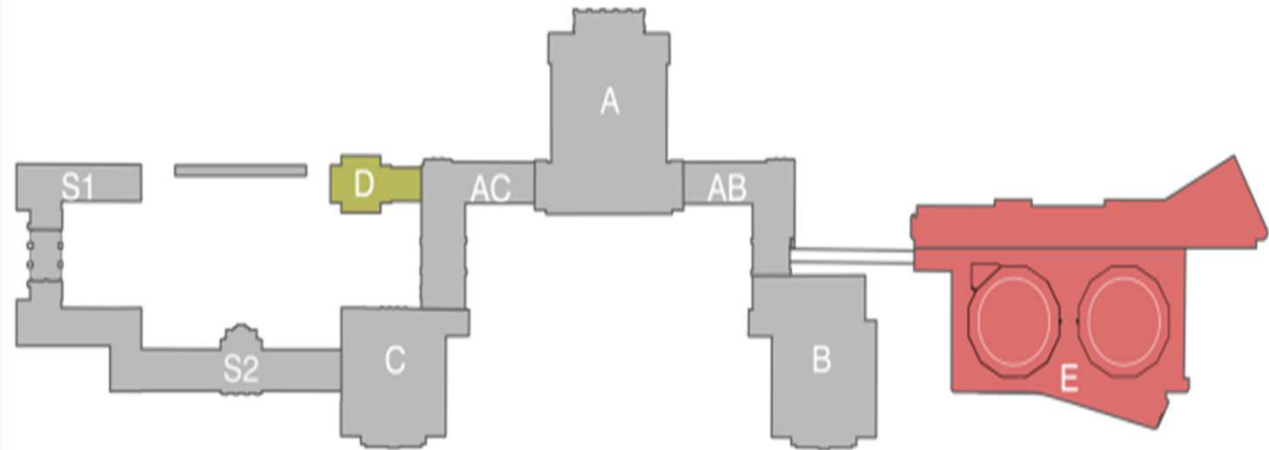
- Free Fire Safety
- No protection of the historical Palais des Nations archives

Conference rooms obsolete:

- Low fire safety in the rooms
- Audio video system Out of date
- Limited accessibility

Asbestos removing:

- Asbestos present on the structure of the building
- Asbestos is present in different materials



1929 - 1936 Original Buildings

- Assembly Rooms (A+AB+AC)
- Library & Archives (B)
- Council Chamber Area (C)
- Secretariat Offices (S1+S2)

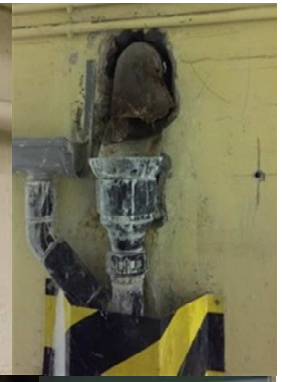
1950 - 1952 Extension Building

- Offices (D)

1968 - 1973 Additional Building

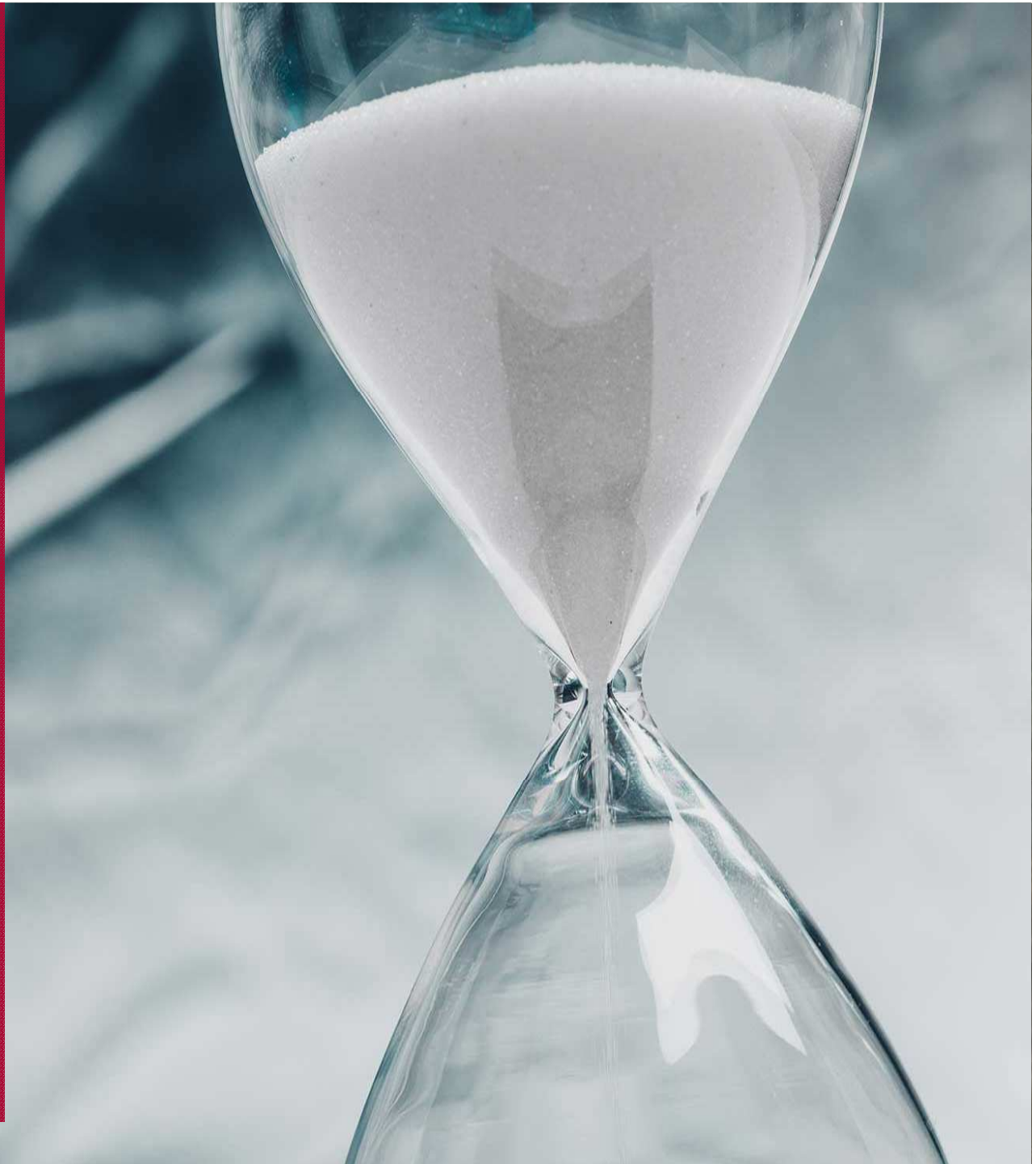
- Conference Building (E)

Why the Strategic Heritage Plan?



Objectives

- Make the working environment safer and flexible.
- Make buildings accessible to people with disabilities.
- Reduce energy costs.
- Preserve the heritage of the Palais des Nations.
- The upgrade of computer systems, conference and dissemination of conference.
- Business continuity site.
- Delivery on time and within budget.



Project Schedule

- **2016:**
Design process
- **2017:**
Site excavation and soil reallocation – ongoing tendering
- **2017/2019, Phase I:**
Construction new building H – ongoing tendering
- **2019/2023, Phase II:**
Refurbishment existing buildings
- **2023:**
End of project



SHP Approved by UN General Assembly 2015

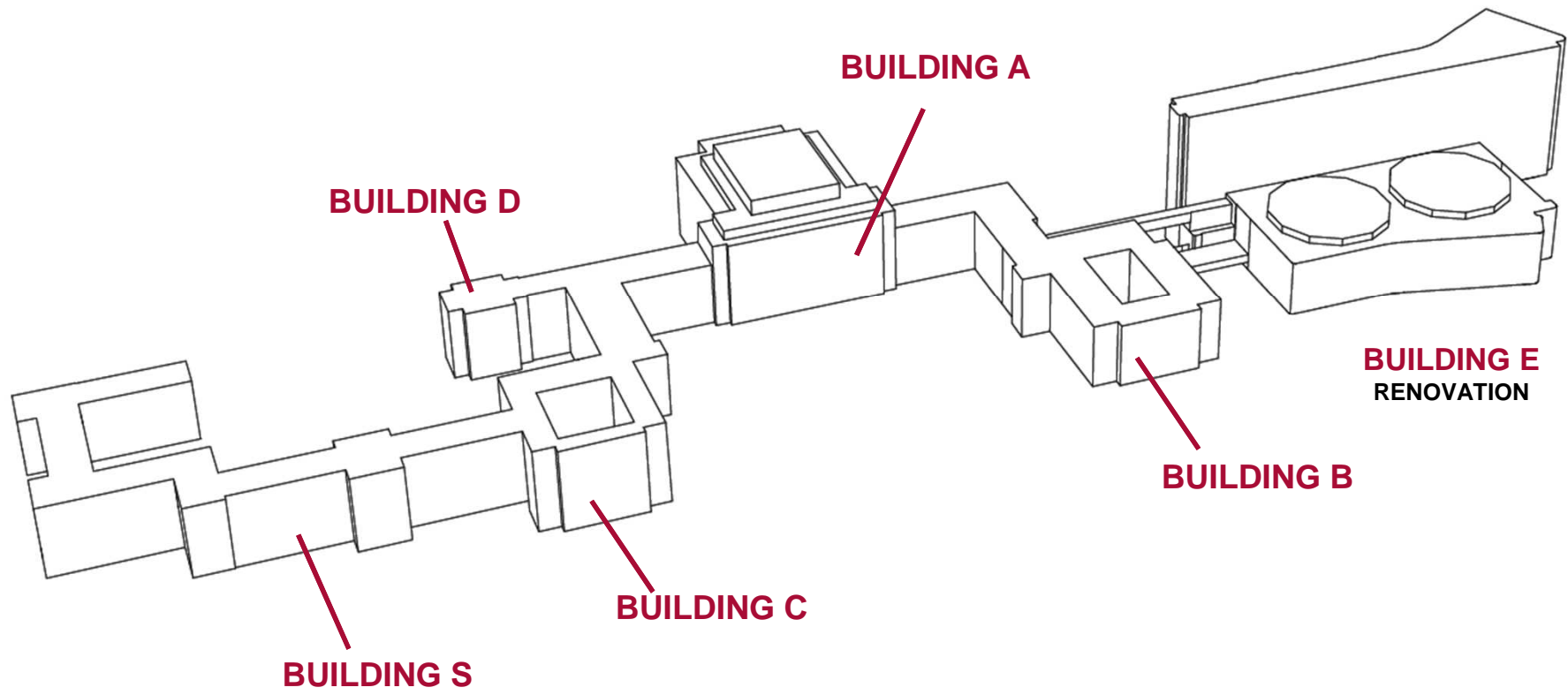
The Strategic Heritage Plan (SHP) scope, schedule and budget has now been approved for the following:

- Enabling /Site preparation works
- Construction of a new office building
- Renovation of existing Palais des Nations buildings
- Dismantling of E building office tower
- Final Completion in 2023
- CHF 836.5 M** Approved Total cost
- Including use of Swiss loan for **CHF 400 M**



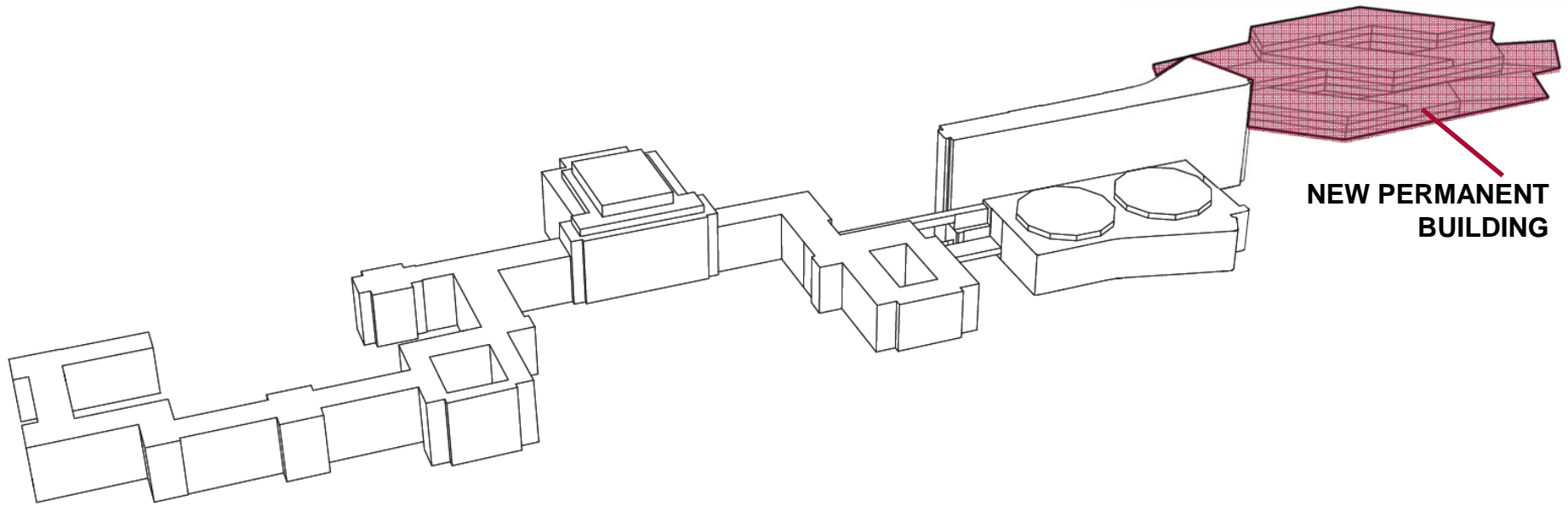
Current State

2016



**Construction
New Building H**

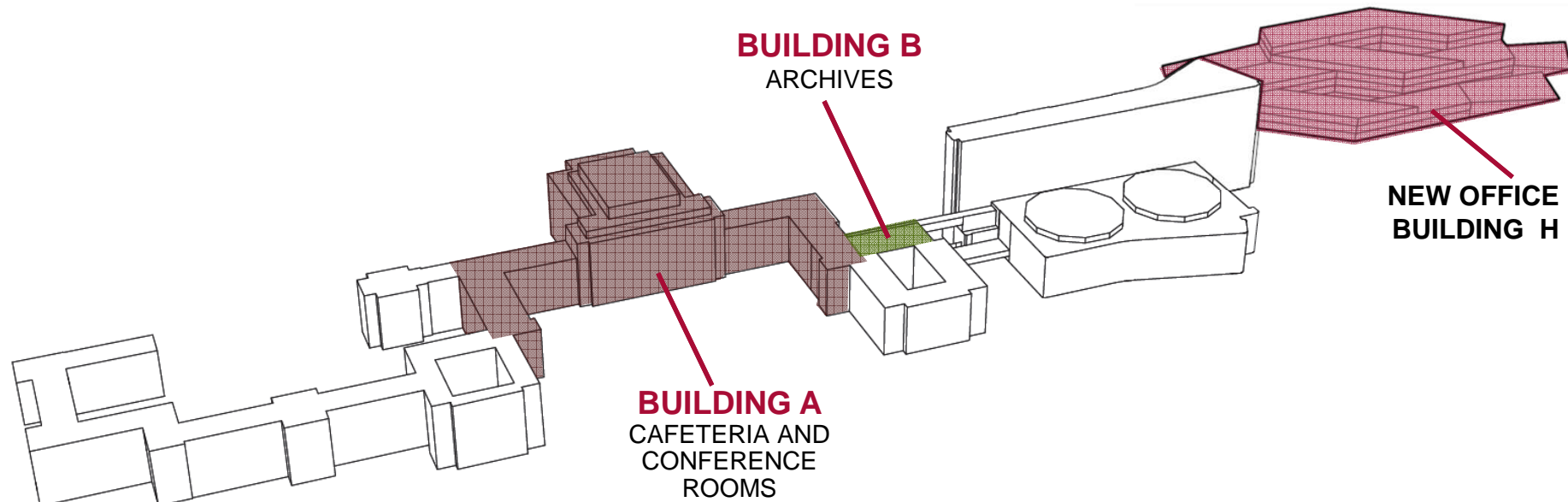
2017



**NEW PERMANENT
BUILDING**

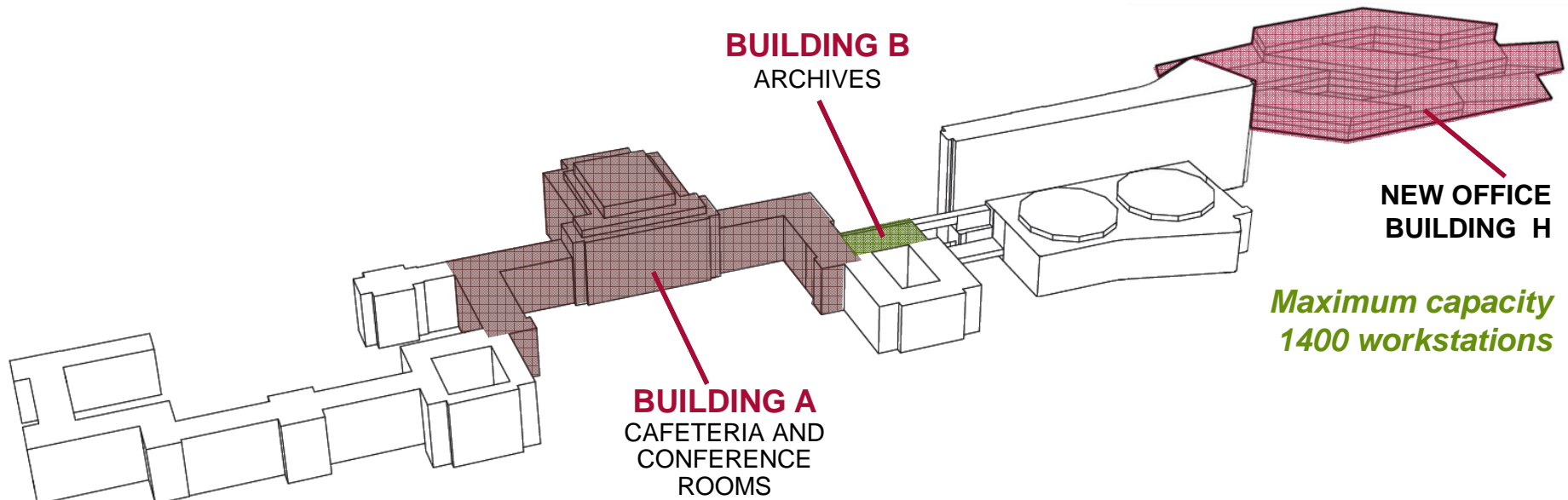
**Start refurbishment
works Building A and
fire extinguishment
Library**

2018



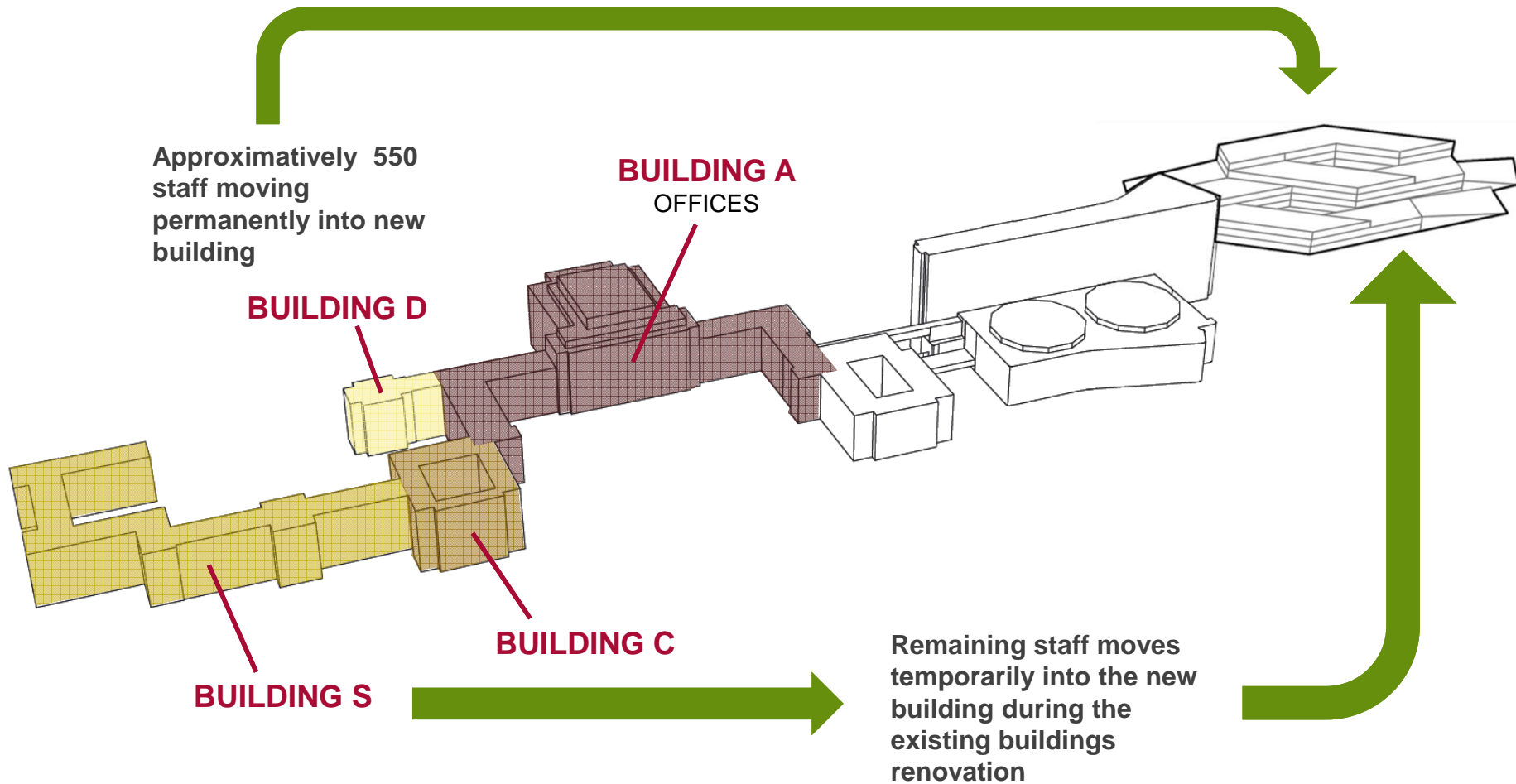
**End of construction
New Office Building H
Start of temporary
staff moves**

2019



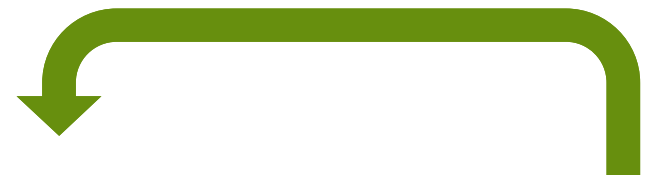
Staff moves and logistics to be defined

2019 - 2021

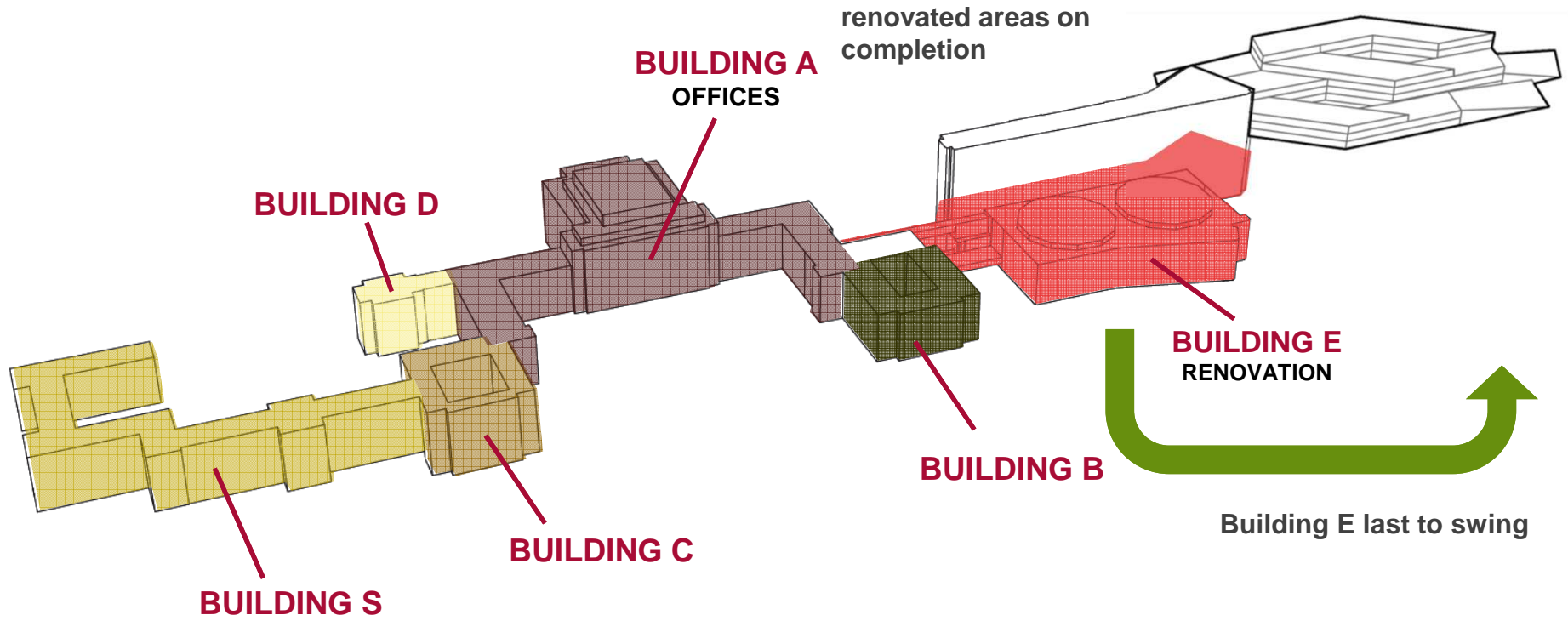


End of moves
Permanent
accommodation

2021



Staff moves back into renovated areas on completion



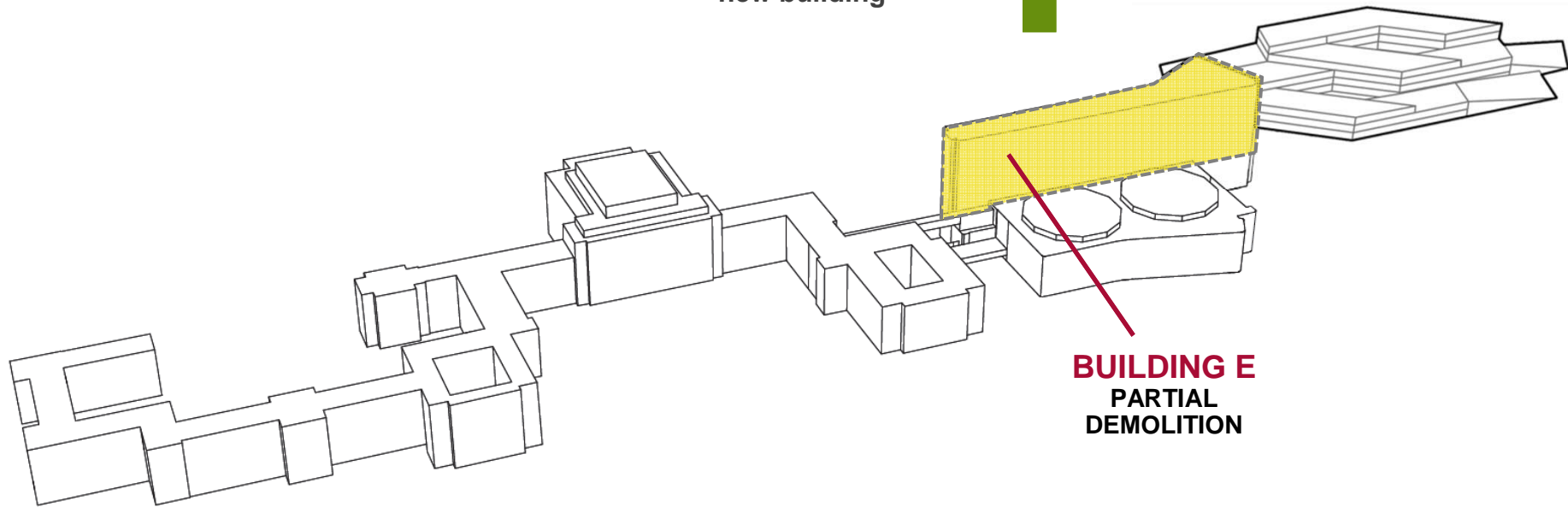
BUILDING E
RENOVATION

Building E last to swing

**End of refurbishment
works
E Building tower
dismantling**

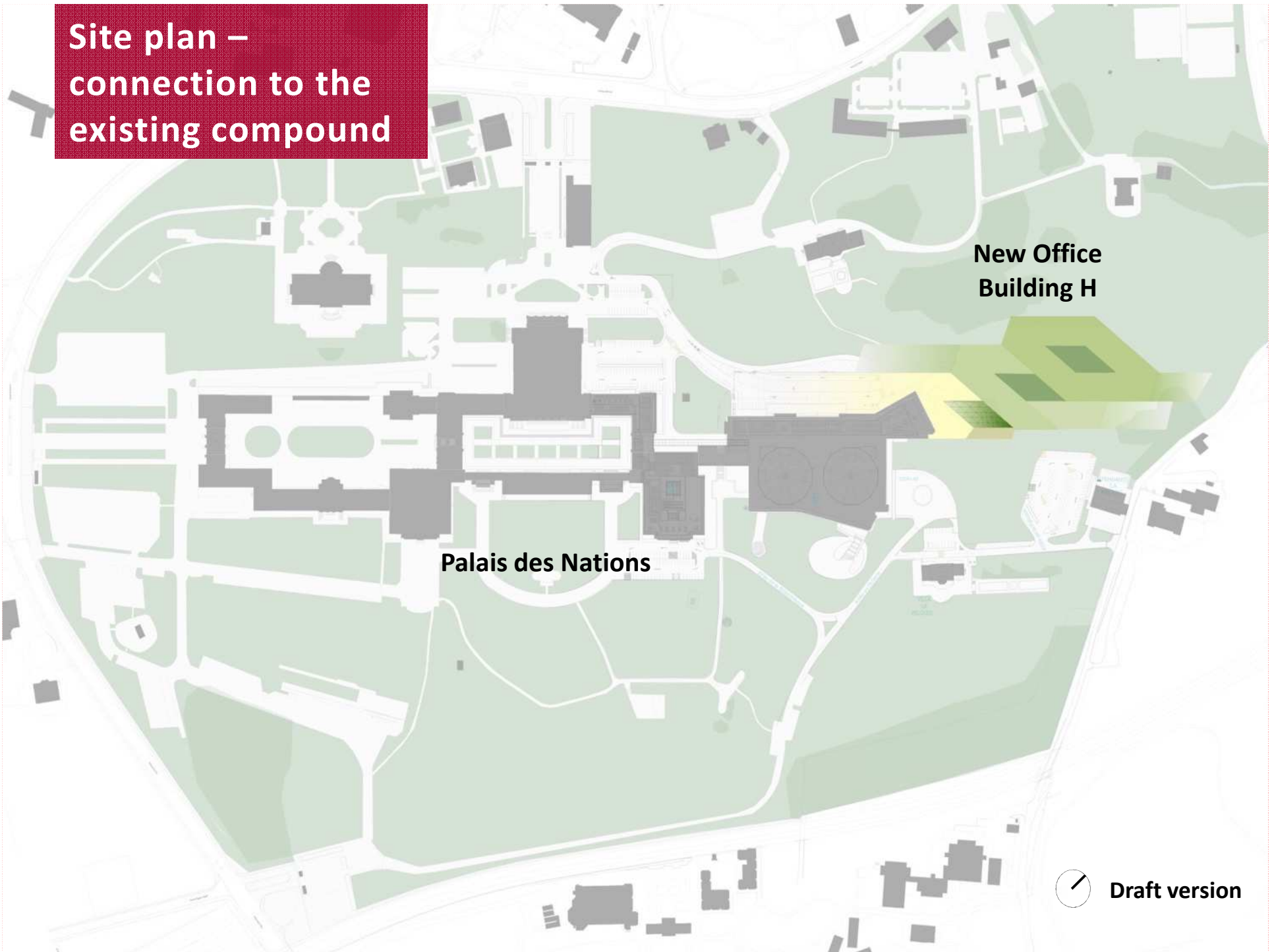
2022 - 2023

Remaining staff from
off-site moves into
new building




**BUILDING E
PARTIAL
DEMOLITION**

Site plan –
connection to the
existing compound



New Office
Building H

Palais des Nations

 Draft version

**Phase I
New Office
Building H**



Access to the New Building H



Courtyard Lush Garden



artyard eral Garden



View on the Courtyard



Accessible Green Roof



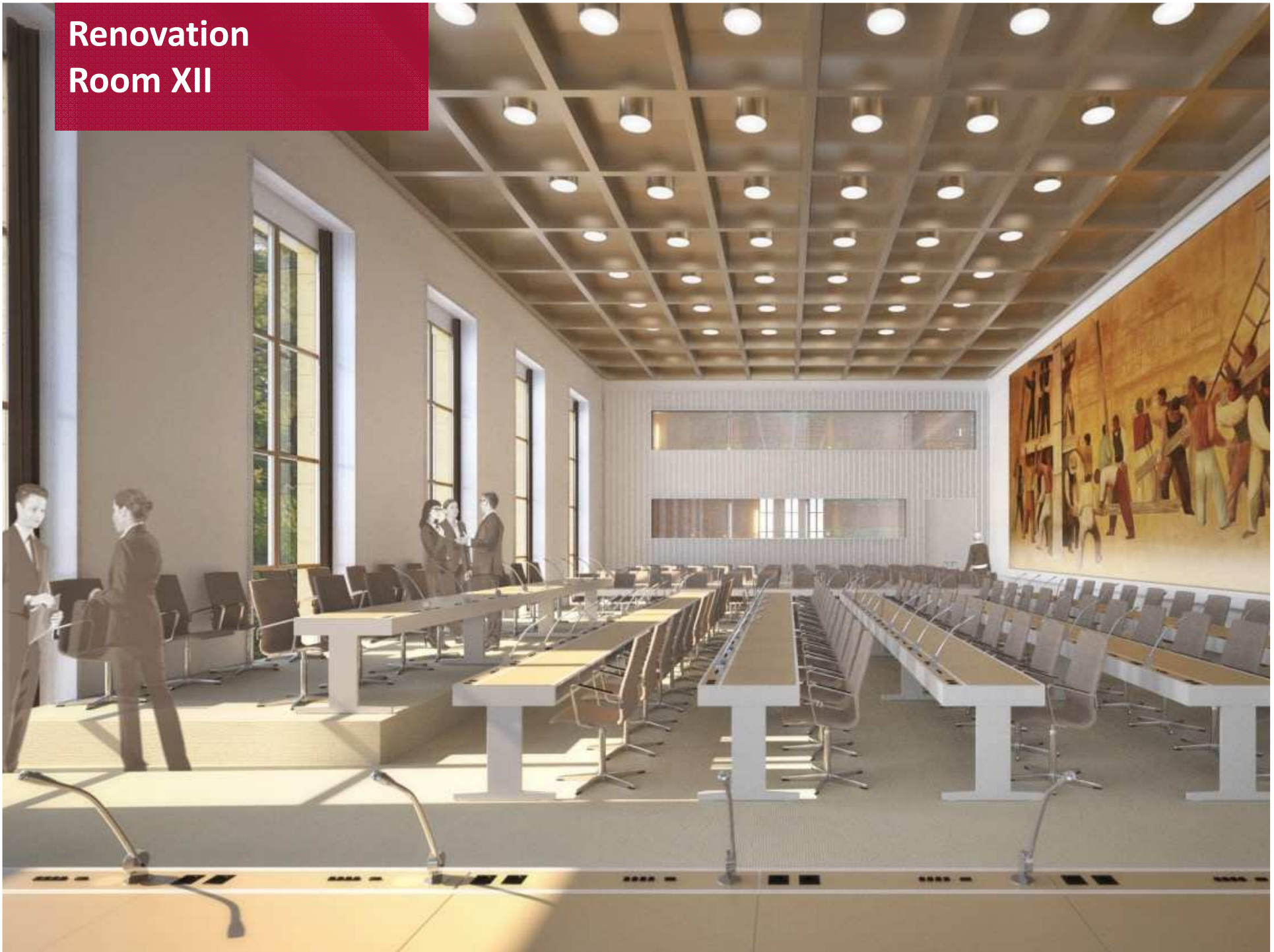
Existing Buildings

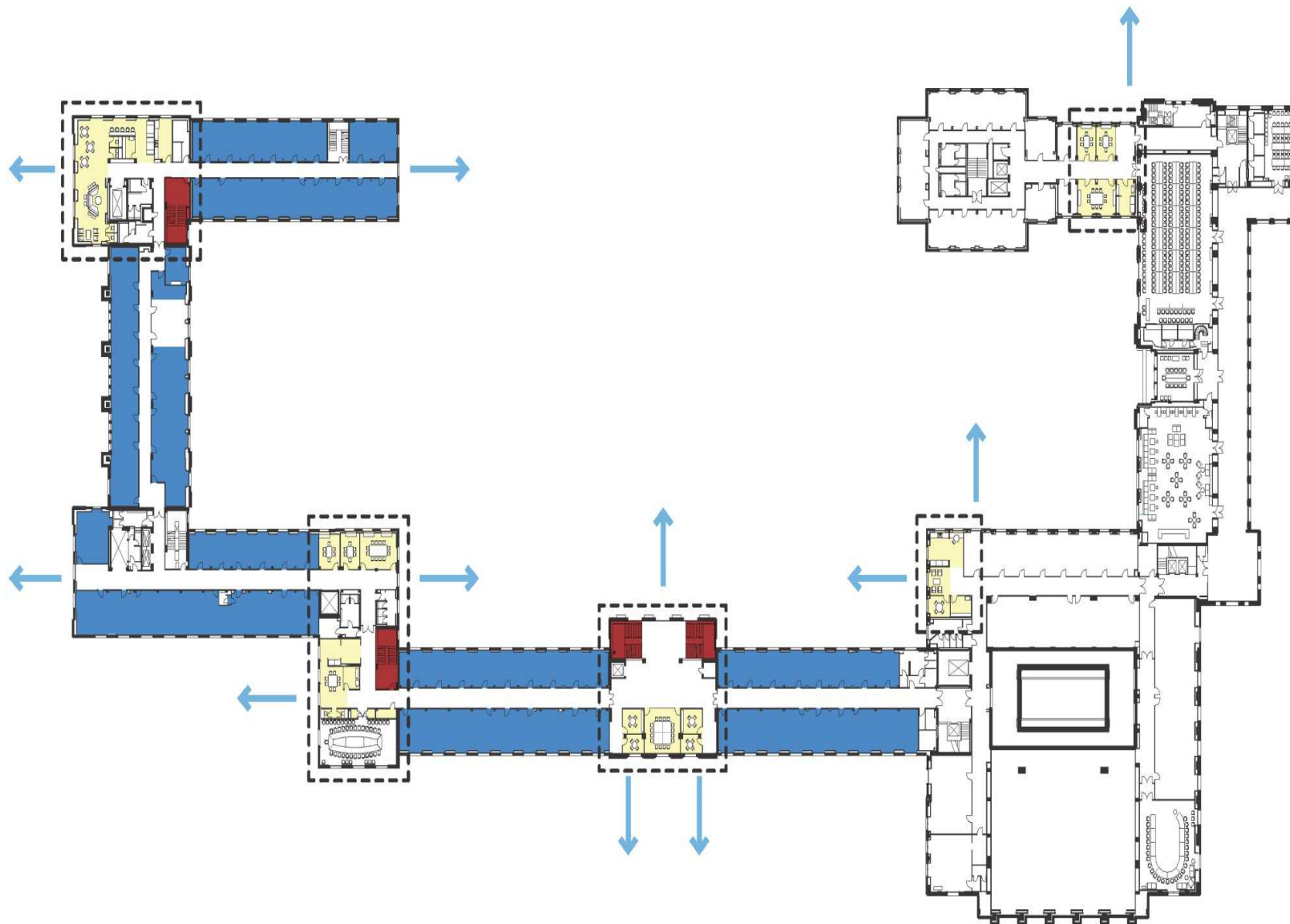


**Renovation
Room XII today**



Renovation
Room XII



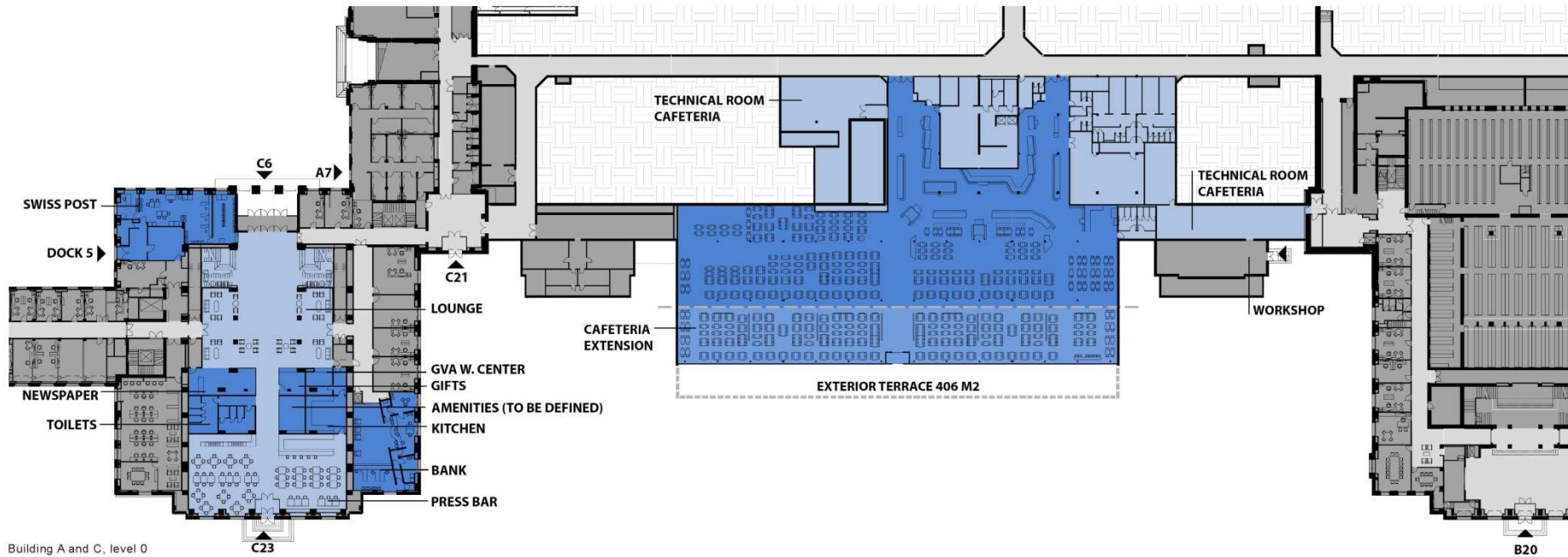


Collaboration support nodes



Cour d'Honneur Rehabilitation

Consolidation of Amenities



Building A and C, level 0

Consolidation of Amenities





Cafeteria Extension



Cafeteria Extension

Upcoming SHP procurement

- **Insurances**
- **Site Security**
- **Furniture**
- **Audio visual**
- **Conferencing equipment**
- **Waste disposal**
- **Moving contractor**
- **ICT Migration**
- **Artwork specialist**
- **Commissioning Agent**
- **Demolition - Building E**
- **Energy supply**



The EOI

Construction of a new office building ("Building H") at the Palais des Nations in Geneva, Switzerland.



United Nations Office at Geneva (UNOG)
Geneva, Switzerland

REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed on behalf of UNOG. United Nations Procurement Division (UNPD) cannot provide any warranty, expressed or implied, as to the accuracy, reliability or completeness of contents of furnished information; and is unable to answer any enquiries regarding this EOI. You are therefore requested to direct all your queries to United Nations Office at Geneva (UNOG) using the fax number or e-mail address provided below.

| | | | |
|--|--|---|-----------------|
| Title of the EOI: | Construction of a new office building ("Building H") at the Palais des Nations in Geneva, Switzerland. | | |
| Date of this EOI: | 28 September 2016 | Closing Date for Receipt of EOI: | 1 November 2016 |
| EOI Number: | EOIUNOG12854 | | |
| Address EOI response by fax or e-mail for the Attention of: | Boi-Lan Nguyen Lemoine | | |
| Fax Number: | na | | |
| E-mail Address: | shptenders@unog.ch with copy to blemoine@unog.ch | | |
| UNSPSC Code: | 72000000, 72100000, 72110000, 72121101, 72121100, 72120000, 72140000, 72141100, 95120000 | | |

DESCRIPTION OF REQUIREMENTS

This EOIUNOG12854 has been revised on 30 September 2016 (revision 1).

An additional non-mandatory Information Session has been scheduled on 13 October 2013 at 15:00 Geneva time (see Section II, § 7).

The submission deadline for the Expressions of Interest has been extended until 1 November 2016 (see Section II, § 4 and § 6, and Section V).

SECTION I. INTRODUCTION

The United Nations Office in Geneva ("UNOG"), Switzerland, located at the Palais des Nations, is the largest United Nations Office in Europe, providing conference support and facilitating the multi-lateral international diplomacy of the worldwide community. It is located within the 46 hectare Ariana Park.

The United Nations General Assembly approved the establishment of the Strategic Heritage Plan ("SHP") which includes a new office building of approximately 23'500 square meters (gross external area), with a site footprint of approximately 8'300 square meters, to be constructed adjacent to the location of the current conference and office building "E". The new office building is designed to step down a sloping site, consisting of six floors at the highest part and has two internal courtyards. See the two separate attachments with five images and four drawings of the new office building.

PD/EOI/MISSION v2014-01

Extract

EOI

- Target Dates

2.13 Does the firm or any of its member(s), in case of a consortium, have the capacity to meet the target dates to submit a proposal and to complete the construction works in the summary provisional timeline outlined below?

| Main Activity | Date | Firm has the capacity to meet deadlines? Yes/No |
|--|----------------------|--|
| Submission by firms of their Expression of Interest (EOI) | Closed | |
| Submission Deadline for Proposals by the firms for the RFP | February 2017 | |
| Contract Signature | June 2017 | |
| Start of Construction works | August 2017 | |
| Completion of the Construction works of the New Permanent Building | End 2019 | |

EOI – New posting mid 2017 on UNGM and UNOG website

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

SECTION VI. EOI SUBMISSION

The EOI must meet the following submission requirements:

1. Firms shall use the Questionnaire document for answering the questions and to submit their Expression of Interest. Reservations shall not be accepted. It is not allowed to add any other information than requested;
2. All questions must be answered completely and truthfully;
3. Any documents submitted in response must be submitted to the official;
4. All annexes should clearly be identified in the Questionnaire.
5. All annexes, statements and other information submitted in response to the EOI must be accompanied by Certificates of Incorporation may be provided in French or German. Translation in English by a certified translator must be submitted.

UNOG reserves the right to verify all information provided. The information submitted will be treated as confidential.

The Works will be initiated by the selected vendor.

Interested vendors will have the opportunity to attend a non-mandatory information session. Vendors interested in attending should send an email to shptenders@unog.ch with the subject "Information Session".

Vendors interested in the upcoming subject "Construction of a new office building ("Building H") at the Palais des Nations in Geneva, Switzerland" should send an email to shptenders@unog.ch with the subject "Response Form" to shptenders@unog.ch with the subject "Response Form".

Information on tendering for the UN Procurement process can be found at <https://www.ungm.org/Public/Notice>

Only the United Nations Global Marketplace vendors that wish to receive automatically P Alerts should be interested in this Tender Alert Service are in the United Nations Global Marketplace.

Vendors interested in participating in the procurement process should submit a Vendor Response Form of this EOI and send it via email to shptenders@unog.ch (UNOG) before the closing date set forth at the end of the EOI.

VENDOR RESPONSE FORM

TO: Boi-Lan Nguyen Lemoine **EOI Number:** EOIUNOG12854
FAX: na
FROM:
SUBJECT: Construction of a new office building ("Building H") at the Palais des Nations in Geneva, Switzerland.

NOTICE

- Companies can only participate in solicitations of the UN Secretariat after completing their registration (free of charge) at the United Nations Global Marketplace (www.ungm.org).
- As you express interest in the planned solicitation by submitting this response form, please verify and ensure that your company is registered under its **full legal name** with the **UN Secretariat** on the United Nations Global Marketplace (www.ungm.org).
- We strongly recommend all companies to register at least at **Level 1** under the United Nations Secretariat prior to participating in any solicitations.

To be completed by the Vendor (All fields marked with an "" are mandatory)*

COMPANY INFORMATION

UN Global Market Place (UNGM) Vendor ID Number*:

Legal Company Name (Not trade name or DBA name) *:

Company Contact *:

Address *:

City *:

State :

Postal Code *:

Country *:

Phone Number *:

Fax Number *:

Email Address *:

Company Website:

We declare that our company fully meets the prerequisites A, B, C, D, E and F, for eligibility to register with the United Nations as outlined in the paragraph 1 of the EOI INSTRUCTIONS page.

Signature : _____

Date: _____

Name and Title : _____

| About UNOG |
|---------------------------------|
| Management Structure |
| Annual Report |
| Sustainable Development at UNOG |
| Procurement |
| Overview |
| CPAG |
| Global Compact |
| Vendor Registration |
| Vendor Code of Conduct |
| Award Procedure |
| Conditions of Contract |
| Upcoming Business Opportunities |
| Acquisition Plan |
| Awards |
| Complaints |
| Statistics |
| Supplier Resources |

Procurement

Invitation to a Business Seminar: How to do Business with the United Nations?
Wednesday 28 September 2016
9H00-12H00

[Click here for more information and to register.](#)

Procurement at UNOG is carried out by the Purchase and Transportation Section (PTS), Central Support Services, Division of Administration.

PTS provides purchasing, contracting, business travel and transportation services to the following United Nations offices:

- United Nations Conference on Trade and Development (UNCTAD)
- Economic Commission for Europe (UNECE)
- United Nations Compensation Commission (UNCC)
- Office for the Coordination of Humanitarian Affairs (OCHA)
- United Nations Environment Programme (UNEP) - Regional Office for Europe
- United Nations Institute for Training and Research (UNITAR)
- Office of the High Commissioner for Human Rights (OHCHR)
- Office of the United Nations High Commissioner for Refugees (UNHCR) (business travel and transportation only)
- United Nations Joint Staff Pension Fund Secretariat (UNJSPF)
- United Nations Institute for Disarmament Research (UNIDR)
- United Nations Research Institute for Social Development (UNRISD)
- Chief Executive Board for Coordination (CEB) Secretariat
- United Nations Office for Disarmament Affairs (ODA)
- Joint Inspection Unit (JIU)
- Department of Economic and Social Affairs (DESA)
- United Nations International Strategy for Disaster Reduction Secretariat (UNISDR)

Business Seminar



REOI - Request for Expression Of Interest

**RFQ – Request For Quotation
(\$4k < \$40k)**

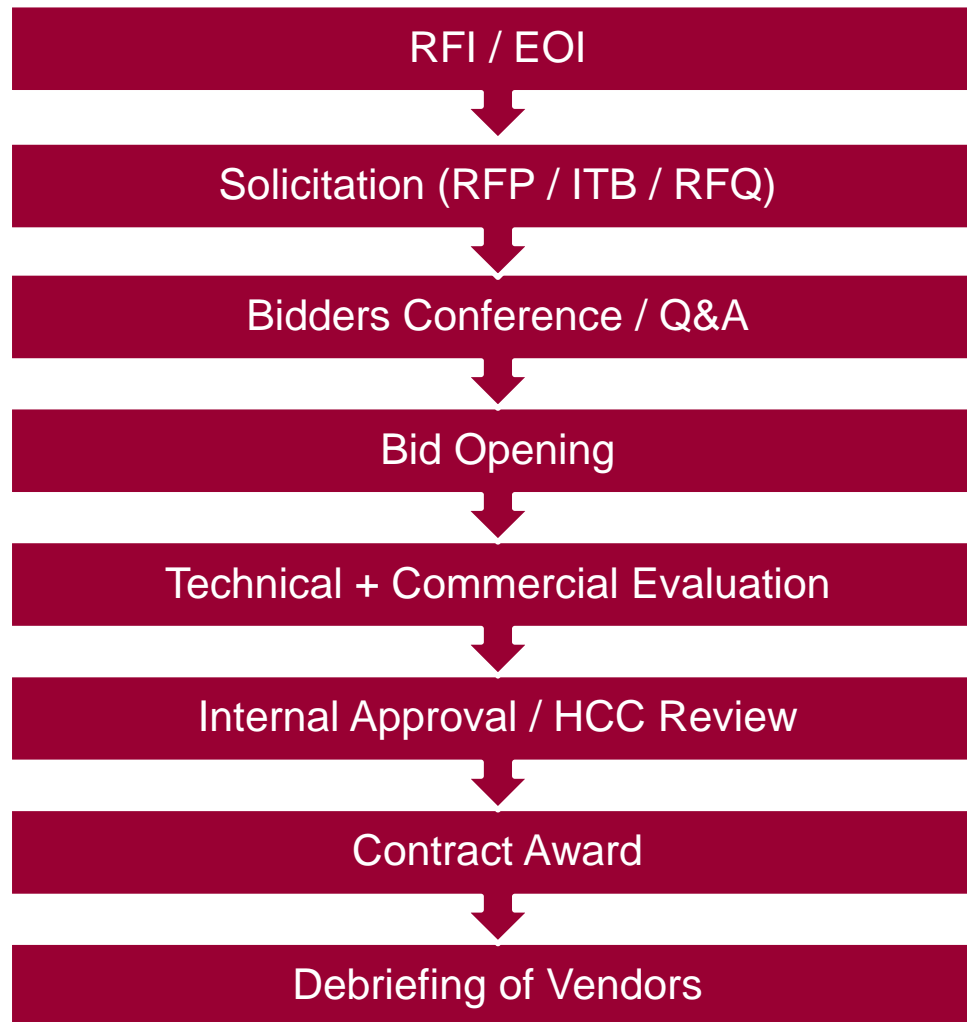
Award to lowest priced technically compliant offer

**ITB – Invitation to Bid
(\$40k -> +)**

Award to the lowest priced technically compliant offer

**RFP – Request For Proposal
(\$40k -> +)**

Award to most responsive Best Value for Money



Typical Tender Process Stages



The process for new Permanent Building has included as part of the REOI - a pre-qualification!!

Only pre-qualified vendors will be invited to submit a proposal.

List of qualified vendors will be posted on the UNOG website.

Pre-qualification at EOI stage



- **Formal solicitation with est. value > USD 500,000**
- **Goods / Services with medium to high complexity**
- **Evaluation of proposals based on both Mandatory Requirements and Scoring methodology (Best Value for Money)**
- **Contract awarded on «Best Value for Money» basis to the bidder submitting the **most economically advantageous bid****

Request for Proposals (RFP)



- **Cover Letter**
- **Technical specifications & Annexes (drawings and calculations)**
- **Special Instructions**
- **Evaluation questionnaire**
- **Calculation sheets**
- **UN General Conditions of Contract**
- **UN Form of Contract (on basis of FIDIC Red Book GCs)**
- **Acknowledgement Letter**

Language: English



- Read the tender documents carefully and ask questions, as necessary;
- Respond to **all** questions asked. If you do not provide information, **it cannot be scored**;
- Provide **all documents** requested;
- **Separate** commercial from technical documents;
- Send your offer in good time. Do **not wait** until the last minute;

How to prepare your proposal



UNITED NATIONS
GLOBAL MARKETPLACE

Welcome to the UNGM

Register

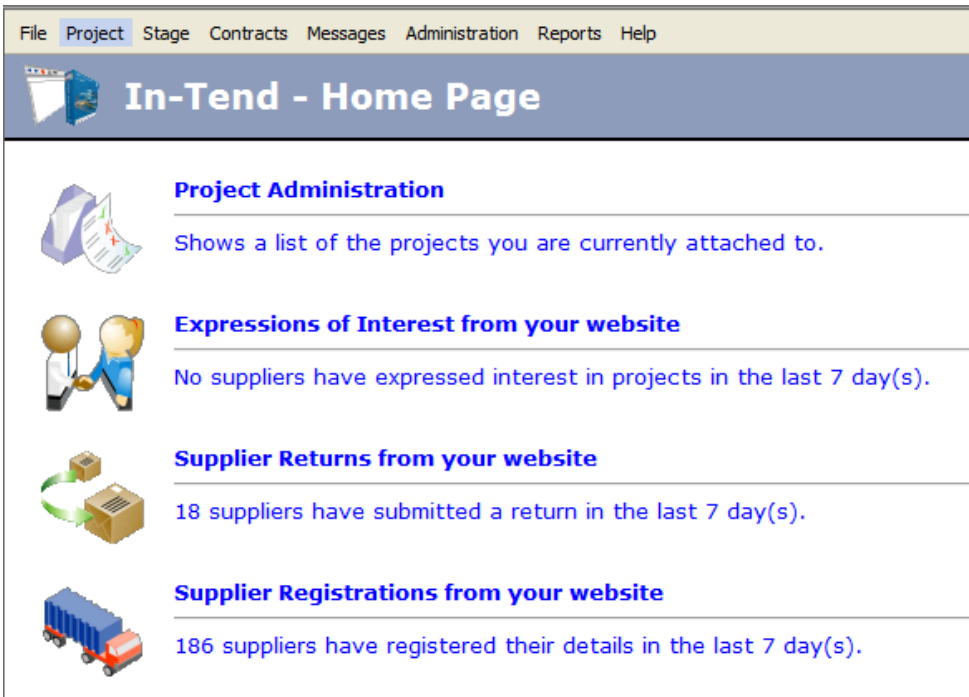


Business
Opportunities



Mandatory Registration at UNGM

Register on-line at: www.ungm.org



- Issuance of RFP
- Clarifications
- Submission of proposals
- Integrated with UNGM
- Used by many Organizations



Contract value < USD 500,000

- In business for a min. of 3 years;
- Current certificate of incorporation or equivalent document verifying legal status/capacity;
- Details and email addresses of at least 3 independent, non-affiliated references;
- Names of owner(s) and principals (including parent company, subsidiaries/affiliates, CEO/Managing Director, and those with controlling interests, if applicable).
- The names of intermediaries, agents and/or consultants, (if any) used in relation to United Nations contracts or bids/proposals.

Contract value > USD 500,000

- Reference letters from three independent, non-affiliated clients/companies;
- Income Statements and Balance Sheet (audited/certified financial statements or equivalent) for the last three years.
- Completed Basic and Level 1 registration.
- Registration level visible in UNGM (email alert).

If not sure send an email to the contact in UNGM or UNOG Procurement



UNOG

**STRATEGIC
HERITAGE PLAN**
SAFETY | SUSTAINABILITY | PATRIMONY



**Thanks
Questions?**