



April 13th, 2010

REQUEST FOR EXPRESSION OF INTEREST (EOI)

The United Nations University – Vice Rectorate in Europe (UNU-ViE) would like to invite qualified, experienced and professional companies capable of providing services for the ICT Solutions to submit their Expression of Interest (EOI) to perform the required services.

Title of the EOI:

PROVISION OF ICT DATA CENTER PROJECT RELATED SERVICES FOR THE UNITED NATIONS UNIVERSITY – VICE RECTORATE IN EUROPE (UNU-ViE)

Closing Date for Receipt of EOI: 30 April 2010 14:00 (CET)

EOI Number: EOI/UNU/ViE/01/2010

E-mail Address: procurement@vie.unu.edu

Address EOI response by fax for the attention of: Procurement Department – Operations Team

Fax Number: +49-228-815-0299

DESCRIPTION OF REQUIREMENTS

Background:

The United Nations University Vice Rectorate in Europe (UNU-ViE) is an integral part of the Rector's office and the first Vice Rectorate of UNU outside the headquarters in Tokyo, Japan. Established in May 2007 in Bonn, it strengthens the presence of UNU in Europe.

UNU-ViE is dedicated to develop knowledge-based sustainable solutions for global problems and is therefore an active organizer of international science policy dialogues for sustainability.

Objective:

The project's objective is the provision of service for ICT Data center (SAN and Virtualisation Infrastructure Implementation, Active Directory/Data Migration, Email and Backup Solution).

Required Services:

- To implement and integrate the new solutions for the whole ICT infrastructure, including training;
- To provide professional service on project management, storage, VMware infrastructure, backup solution, active directory, MS Exchange, forefront/ISA server etc.;
- To provide software support service;
- To provide a clear final report on all phases of the completed project;
- To provide a 'step by step instruction' documentation to accompany the training workshops.

Only companies with relevant experience in supplying similar services will be considered qualified.



SPECIFIC REQUIREMENTS/INFORMATION

In order to qualify as a potential supplier, interested companies should submit their Expression of Interest, as well as the following documents:

- A profile of your company, including relevant experience in supplying similar services/products;
- List any international recognized certifications (Terms of Reference 6. Service References and Certifications);
- Financial summary reports for 2008 and 2009 demonstrating the financial soundness of the company, including Cash Assets, Account Receivables and Current liabilities;
- A minimum of three client references that you have done similar work with, whom we may contact, including name, address, e-mail, telephone and fax number.

The EOI and accompanying documents must be in the English language. It must be received no later than **April 30, 2010, 14:00 CET** and be forwarded to the following address in a sealed envelope clearly marked **EOI/UNU/ViE/01/2010** :

Procurement Department
United Nations University – Vice Rectorate in Europe
Hermann-Ehlers-Str.10
53113 Bonn, Germany
Attention: Procurement Department – Operations Team

Or: via email to procurement@vie.unu.edu , fax to: +49-228-815-0299

Any questions regarding this EOI should be sent to the e-mail procurement@vie.unu.edu with the EOI reference EOI/UNU/ViE/01/2010 in the subject line.

UNU reserves the right to accept or reject any Expression of Interest. Only qualified companies will be invited to participate in the possible subsequent tender exercise. Nothing in this EOI shall be taken to form a binding legal contract. The potential subsequent procurement will be governed by the rules and regulations of the United Nations which are available at <http://www.vie.unu.edu/article/read/procurement> and can also be provided upon request. Submitting an EOI does not automatically guarantee that your company will be considered for receipt of the solicitation documents when issued.



VENDOR RESPONSE FORM

EOI Reference: EOI/UNU/ViE/01/2010

TO: Procurement Department – Operations Team United Nations University – ViE

FAX: +49-228-815-0299

FROM: _____

SUBJECT: PROVISION OF ICT DATA CENTER PROJECT RELATED SERVICES FOR THE UNITED
NATIONS UNIVERSITY – VICE RECTORATE IN EUROPE (UNU-ViE)

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

COMPANY INFORMATION

Company Name*: _____
Company Contact*: _____
Address*: _____
City*: _____
Country*: _____
Telephone Number*: _____
Fax Number*: _____
Email Address*: _____
Company Website: _____
UN Global Market Place (UNGM) Vendor ID: _____

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

Signature and Stamp: _____

Date: _____

Name and Title: _____



EOI INSTRUCTIONS

Prerequisites for Eligibility

In order to be eligible for UN registration, it is required that:

- A. 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.
- B. You have no outstanding bankruptcy, judgement or pending legal action that could impair operating as a going concern.
- C. You currently do not employ, or anticipate employing, any person(s) who is or was recently employed by the UN (in accordance with ST/SGB/2006/15, post-employment restrictions www.un.org/depts/ptd/pdf/conduct_english.pdf).
- D. Your subsidiaries, agents, intermediaries and principals agree to cooperate with the United Nations 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.

Vendor must ensure that the information and documentation (e.g. financial statements, address, contact name etc.) provided in connection with this EOI are up to date.

Vendors interested in participating in the planned solicitation process should forward their Expression of Interest (EOI) to United Nations University – ViE (UNU-ViE) by the closing date set forth in this EOI. Due to the high volume of communications, UNU-ViE is not in a position to issue confirmation of receipt of EOIs.

Please note that no further details of the planned solicitation can be made available to the vendors prior to issuance of the solicitation documents.