

Doing Business with the United Nations



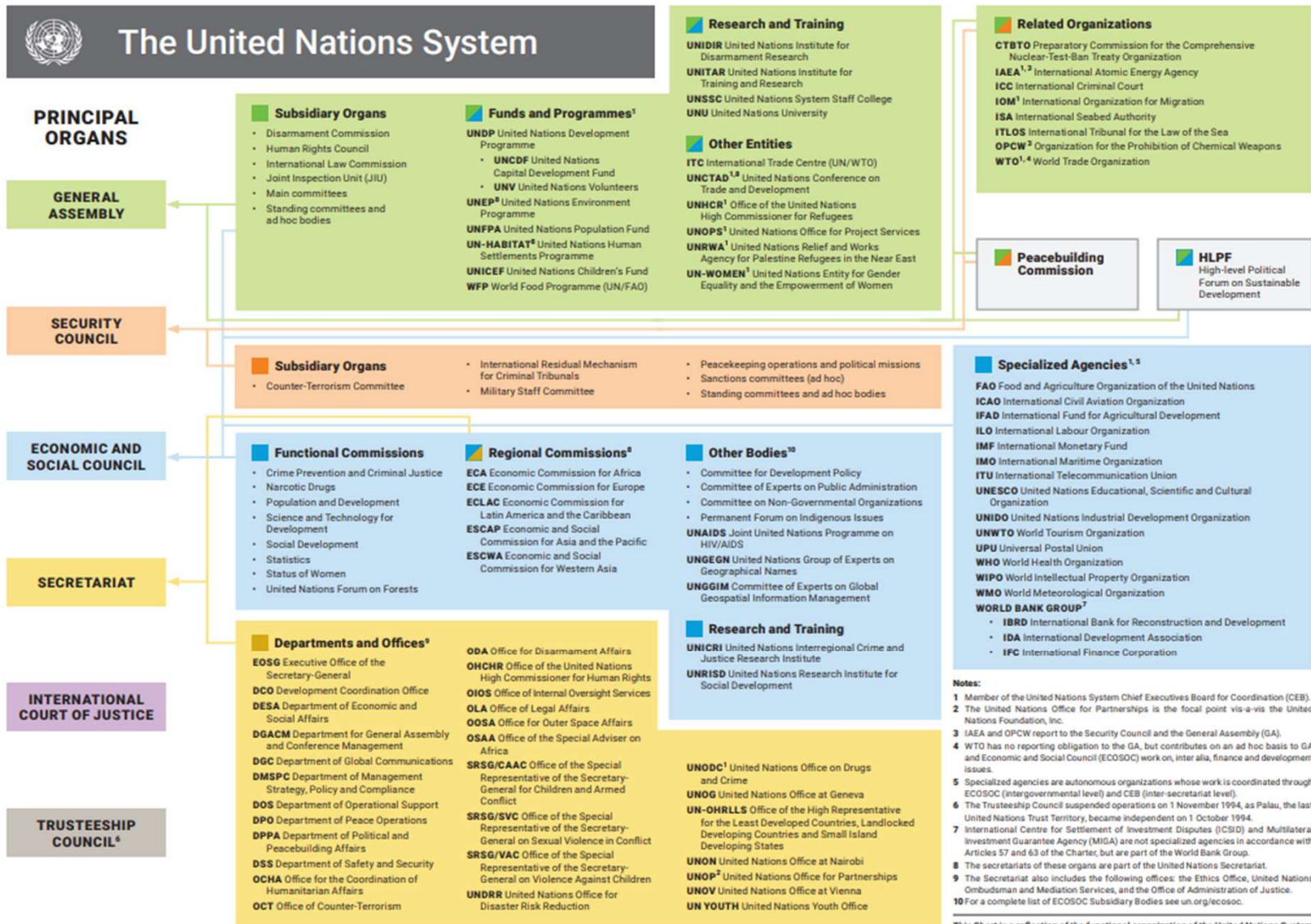
Neris M. Báez García de Mazzora
Director, Procurement Division
United Nations



UN Mandate – What We Do

- Maintain International Peace and Security
 - Prevention of conflict
 - Helping parties in conflict make peace
 - Deploying peacekeepers
 - Creating conditions to allow peace to hold and flourish
- Protect Human Rights
- Deliver Humanitarian Aid
- Support Sustainable Development and Climate Action
- Uphold International Law





Notes:

- Member of the United Nations System Chief Executives Board for Coordination (CEB).
- The United Nations Office for Partnerships is the focal point vis-a-vis the United Nations Foundation, Inc.
- IAEA and OPCW report to the Security Council and the General Assembly (GA).
- WTO has no reporting obligation to the GA, but contributes on an ad hoc basis to GA and Economic and Social Council (ECOSOC) work on, inter alia, finance and development issues.
- Specialized agencies are autonomous organizations whose work is coordinated through ECOSOC (intergovernmental level) and CEB (inter-secretariat level).
- The Trusteeship Council suspended operations on 1 November 1994, as Palau, the last United Nations Trust Territory, became independent on 1 October 1994.
- International Centre for Settlement of Investment Disputes (ICSID) and Multilateral Investment Guarantee Agency (MIGA) are not specialized agencies in accordance with Articles 57 and 63 of the Charter, but are part of the World Bank Group.
- The secretariats of these organs are part of the United Nations Secretariat.
- The Secretariat also includes the following offices: the Ethics Office, United Nations Ombudsman and Mediation Services, and the Office of Administration of Justice.
- For a complete list of ECOSOC Subsidiary Bodies see un.org/ecosoc.

This Chart is a reflection of the functional organization of the United Nations System and for informational purposes only. It does not include all offices or entities of the United Nations System.





Areas of Operation

- Headquarters: New York (Procurement Division)
- Offices away from Headquarters: Geneva, Vienna, Nairobi
- Five Regional Commissions:

Economic Commission for Africa (Addis Ababa);

Economic Commission for Europe (Geneva);

Economic and Social Commission for Asia and the Pacific (Bangkok);

Economic Commission for Latin America and the Caribbean (Santiago);

Economic and Social Commission for Western Asia (Beirut)

- International Criminal Tribunals



11 Peacekeeping Operations (PKOs)



Special Political Missions (SPMs) and other Political Presences





Transitioning to a Category Management Approach

From:

To:

Manage by commodity

- Planning
- Global contracts
- Performance management

Manage by category

Focus on acquisition process

- Customer engagement
- Cross-functional collaboration

Drive end-to-end CM cycle



Major Categories / Commodities Procured by the UN



Aviation



Vehicles



Freight Forwarding
& Logistics



Communications &
Technology



Corporate Support



Professional
Services



Fuel



Healthcare



Food & Catering



Security



Facilities &
Constructions

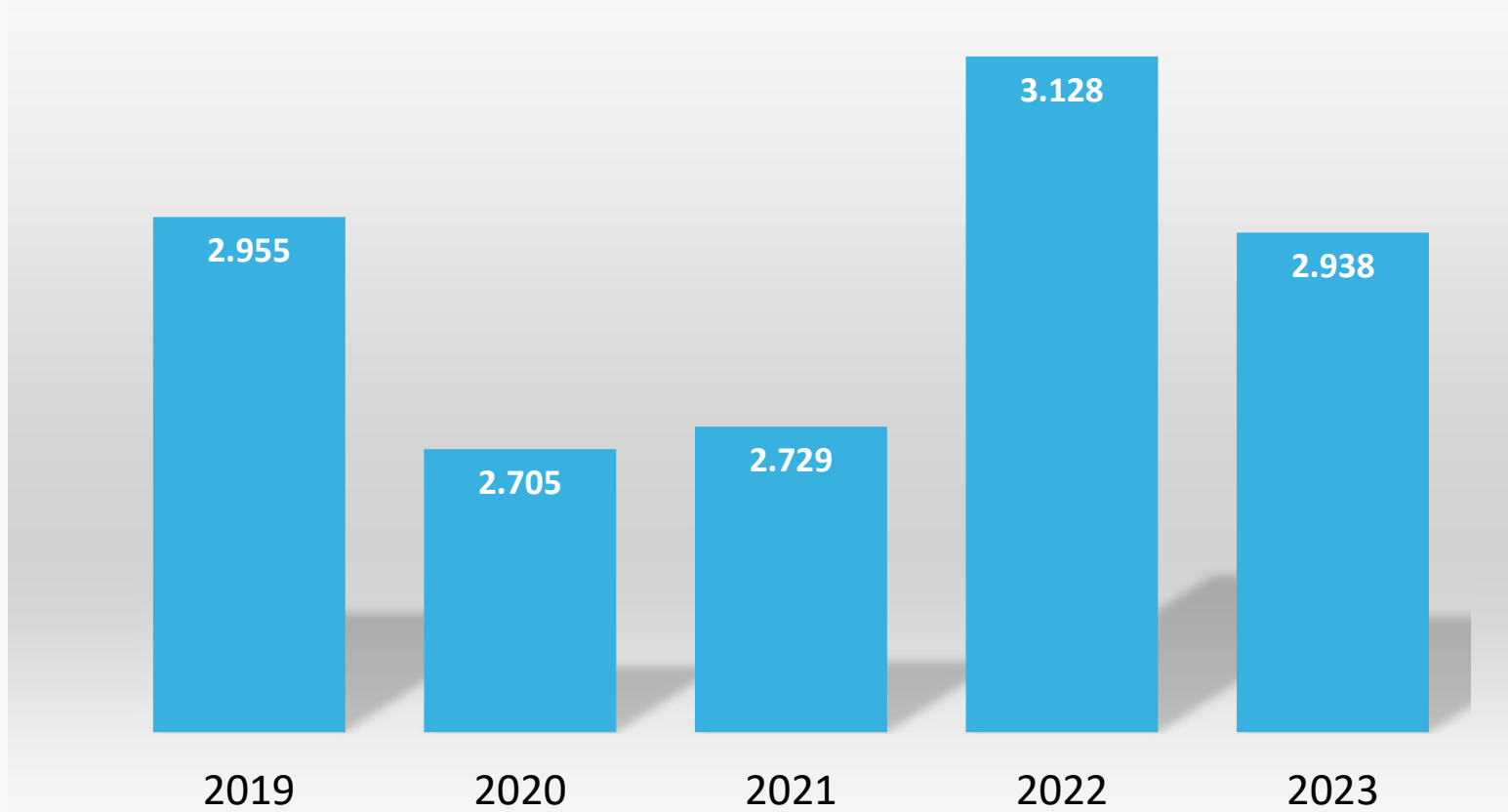


Engineering &
Infrastructure



UN Secretariat Procurement Volume (2019-2023)

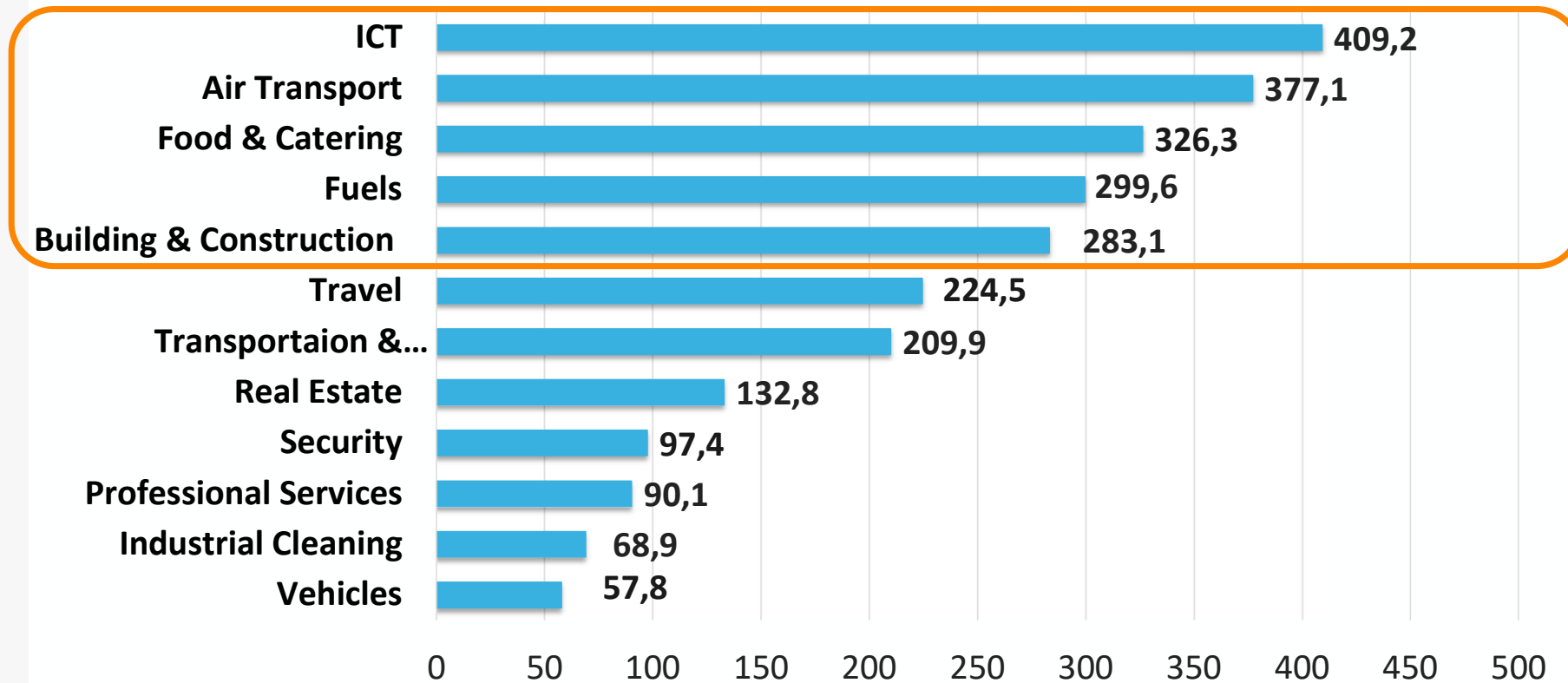
US\$ Millions





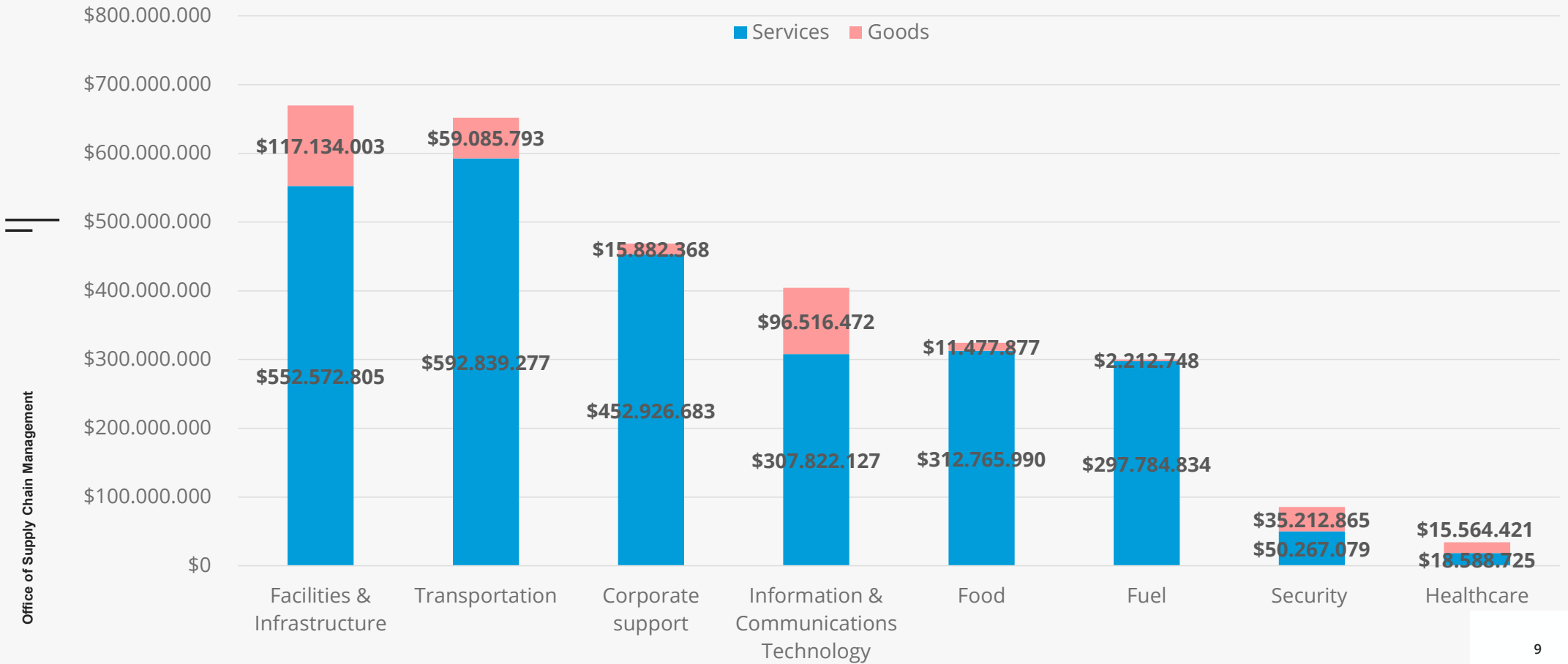
UN Secretariat Procurement by Major Commodity (2023)

US\$ Millions





UN Secretariat Procurement of Goods and Services 2023



Office of Supply Chain Management



UN Secretariat Procurement of Goods and Services 2023

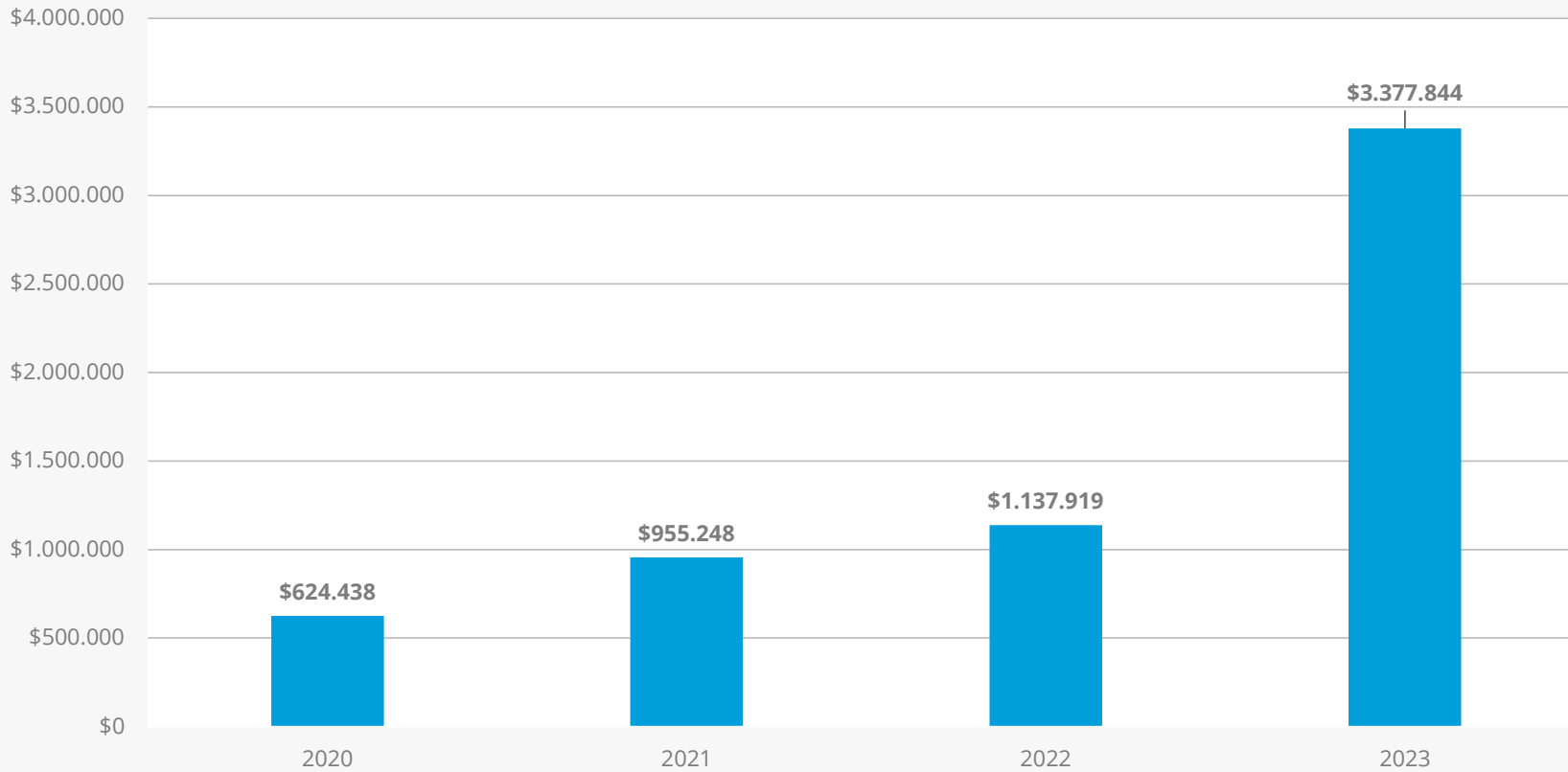
Item Type	Volume	Commodity Groups
Goods	\$353,086,548	<ul style="list-style-type: none"> • Facilities & Infrastructure (Energy, Accommodation, Interior Furnishings, Engineering Design and Construction, Facility Management, Water & Waste Water Management, Horizontal Infrastructure, Solid Waste Management) • Information & Communications Technology (End User Technology, Server, Network and Storage Equipment, Comm Infrastructure and Radio Systems, Enterprise Platform) • Transportation (Vehicle Fleet, Freight Forwarding, 3rd-Party Logistics, Airfield and Air Operations Support) • Security (Staff Security & Safety, Electronic Security Systems, Physical Security Infrastructure, ISR & Electronic Defense Systems) • Corporate support (Office Equipment & Supplies, Conference & Office Support Services, Travel Management Services) • Healthcare (Medical & Dental Equipment & Supplies, Pharmaceuticals) • Food (Rations, Catering services) • Fuel (Lubricant, Oil, Grease, etc.)
Services	\$2,585,567,520	<ul style="list-style-type: none"> • Transportation (Commercial Air Services, Freight Forwarding, 3rd-Party Logistics, UAS/RPAS and Airborne ISR, Vehicle Fleet, Airfield and Air Operations Support, Military Aviation) • Facilities & Infrastructure (Engineering Design and Construction, Facility Management, Property Leasing, Solid Waste Management, Energy, Horizontal Infrastructure, Interior Furnishings, Water & Waste Water Management, Accommodation) • Corporate support (Travel Management Services, Conference & Office Support Services, Financial Services, Professional Services, Insurance, Recruitment & Training Services, Office Equipment & Supplies) • Food (Rations, Catering services) • Information & Communications Technology (ICT Professional Services, Communication Services, End User Technology, Enterprise Platform Server, Network and Storage Equipment, Comm Infrastructure and Radio Systems, Geospatial Information Systems) • Security (Security Services, Physical Security Infrastructure, Electronic Security Systems, ISR & Electronic Defense Systems) • Healthcare (Health Services) • Fuel (Aviation fuel, Diesel fuel, etc.)
Total	\$2,938,654,068	



UN Secretariat Procurement Volume with Brazilian Suppliers (2020-2023)

US\$

Office of Supply Chain Management





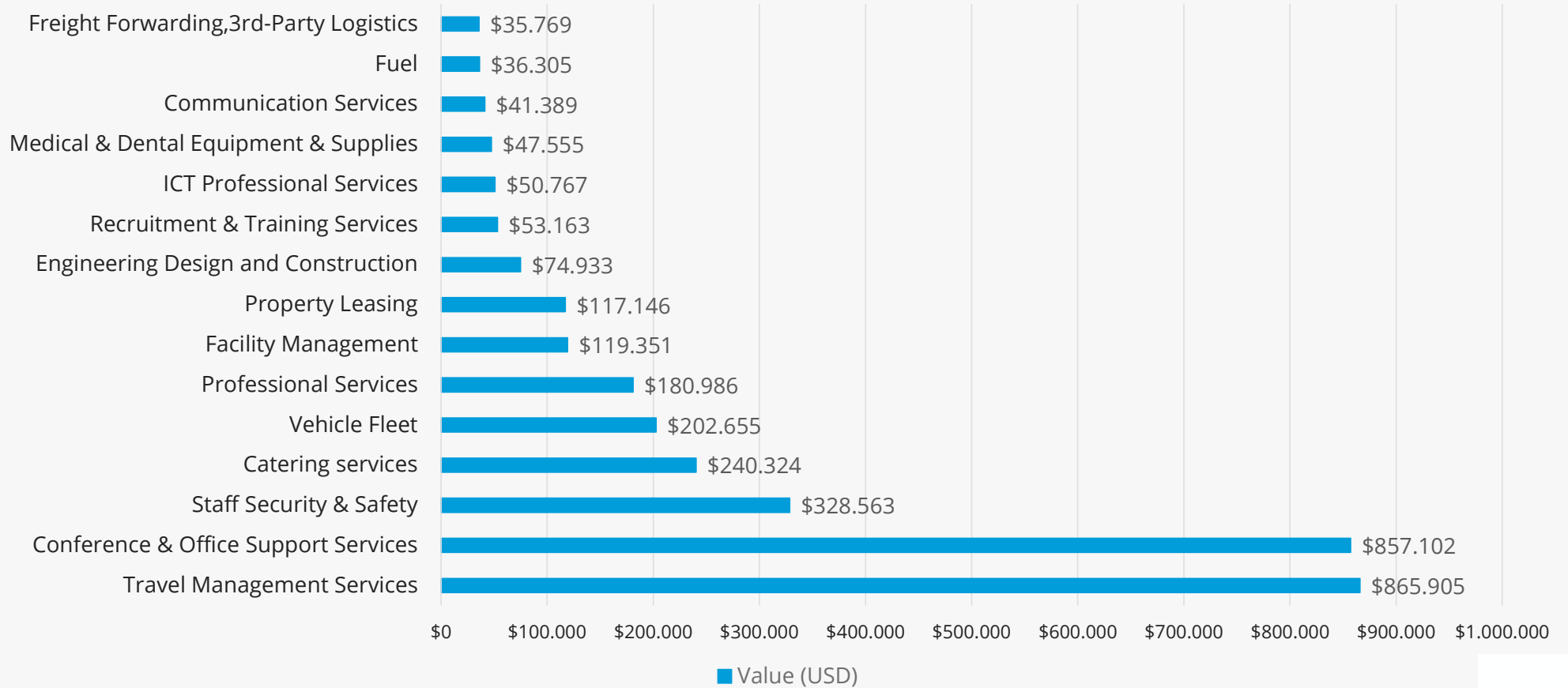
Difference in procurement volume from Brazil between 2022 and 2023

Category	2022
Conference & Office Support Services	\$418,933
Travel Management Services	\$397,861
Catering services	\$82,071
Vehicle Fleet	\$52,737
Facility Management	\$45,938
End User Technology	\$43,767
Enterprise Platform	\$40,358
Communication Services	\$20,124
Property Leasing	\$18,003
Fuel	\$14,749
Professional Services	\$10,766
Recruitment & Training Services	\$7,050
Health Services	\$6,172
Staff Security & Safety	\$5,474
Energy	\$4,775
Office Equipment & Supplies	\$2,693
Insurance	\$2,088
Freight Forwarding,3rd-Party Logistics	\$1,800
Comm Infrastructure and Radio Systems	\$511
Server, Network and Storage Equipment	\$415
Electronic Security Systems	\$179
Pharmaceuticals	\$52
Interior Furnishings	\$18
ICT Professional Services	(\$38,613)
Total	\$1,137,919

Category	2023
Travel Management Services	\$865,905
Conference & Office Support Services	\$857,102
Staff Security & Safety	\$328,563
Catering services	\$240,324
Vehicle Fleet	\$202,655
Professional Services	\$180,986
Facility Management	\$119,351
Property Leasing	\$117,146
Engineering Design and Construction	\$74,933
Recruitment & Training Services	\$53,163
ICT Professional Services	\$50,767
Medical & Dental Equipment & Supplies	\$47,555
Communication Services	\$41,389
Fuel	\$36,305
Freight Forwarding,3rd-Party Logistics	\$35,769
Interior Furnishings	\$31,225
End User Technology	\$24,687
Office Equipment & Supplies	\$24,144
Comm Infrastructure and Radio Systems	\$17,947
Water & Waste Water Management	\$8,700
Enterprise Platform	\$5,925
Health Services	\$4,695
Energy	\$4,103
Insurance	\$2,920
Server, Network and Storage Equipment	\$1,571
Pharmaceuticals	\$17
Total	\$3,377,844



Top 15 Categories Procured by UN Secretariat from Brazil - 2023





UN Procurement Principles

All procurement activities of the UN system, from sourcing to execution are based on the following principles:



The interest of the UN



Best value for money



Fairness, integrity & Transparency

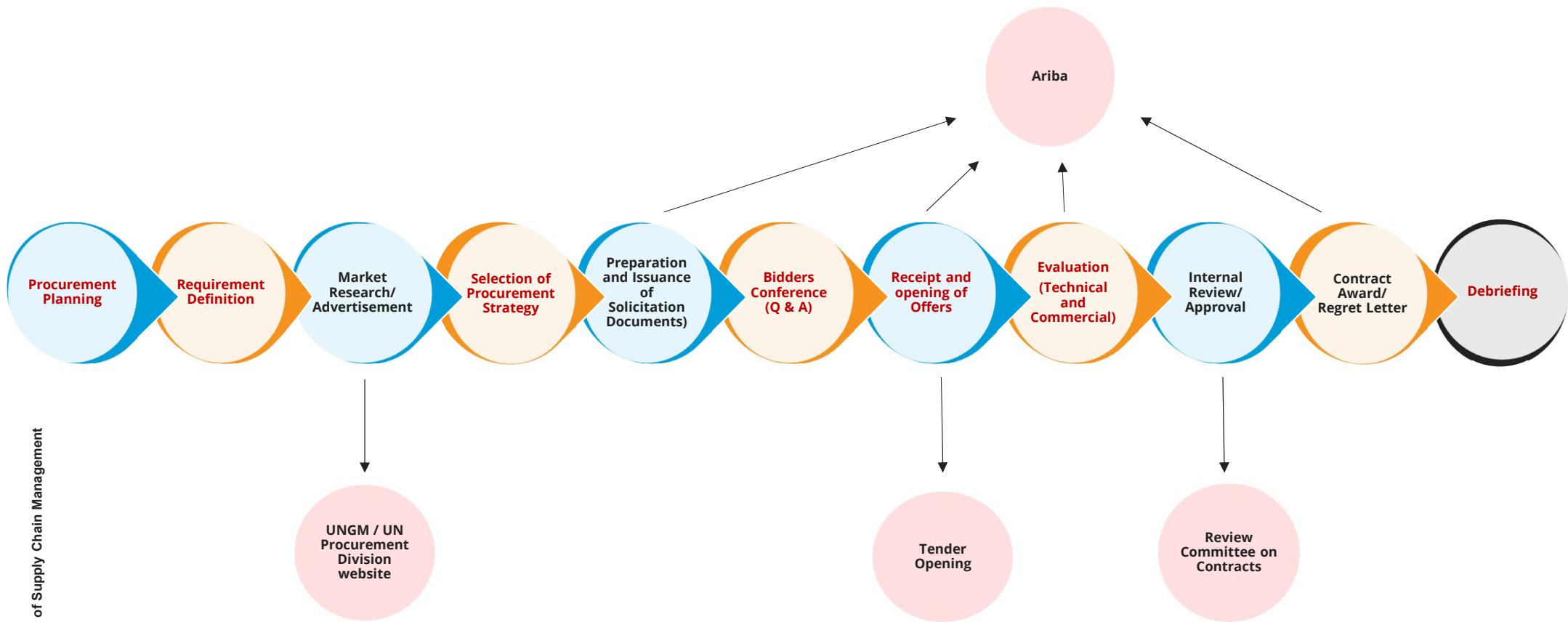


Effective international competition





Typical UN Procurement Workflow





Acquisition Plans Published on the UN Procurement Division Website

(<https://www.un.org/Depts/ptd/business-opportunities/acquisition-plan>)

2023-2024 Peacekeeping Acquisition Plan





New Procurement

- Establishing Local, Regional, and Global Long-Term Agreements (LTAs)
- Establishing single contracts
- Establishing joint LTAs with other UN organizations (joint solicitations)
- Using LTAs or contracts of other UN Organizations (piggybacking)

Existing Contracts

- Ordering from already established Local, Regional, and Global Long-Term Agreements (LTAs), joint LTAs, and contracts piggybacked.

**Market
Research/
Advertisement**

- Market Research:
 - Information from industry
 - External and internal sources

- Advertisement:
 - Request for Information (RFI): availability of suppliers/solutions, pricing, etc.

 - Request for Expression of Interest (REOI): identification of vendors → List of Invitees

 - Published in UN Procurement Division website and UNGM





Business Opportunities Published on the UN Procurement Division Website (<https://www.un.org/Depts/ptd/rfi>) - [Request for Information](#)

Year of Start Date **Month of Start Date** **Page size**

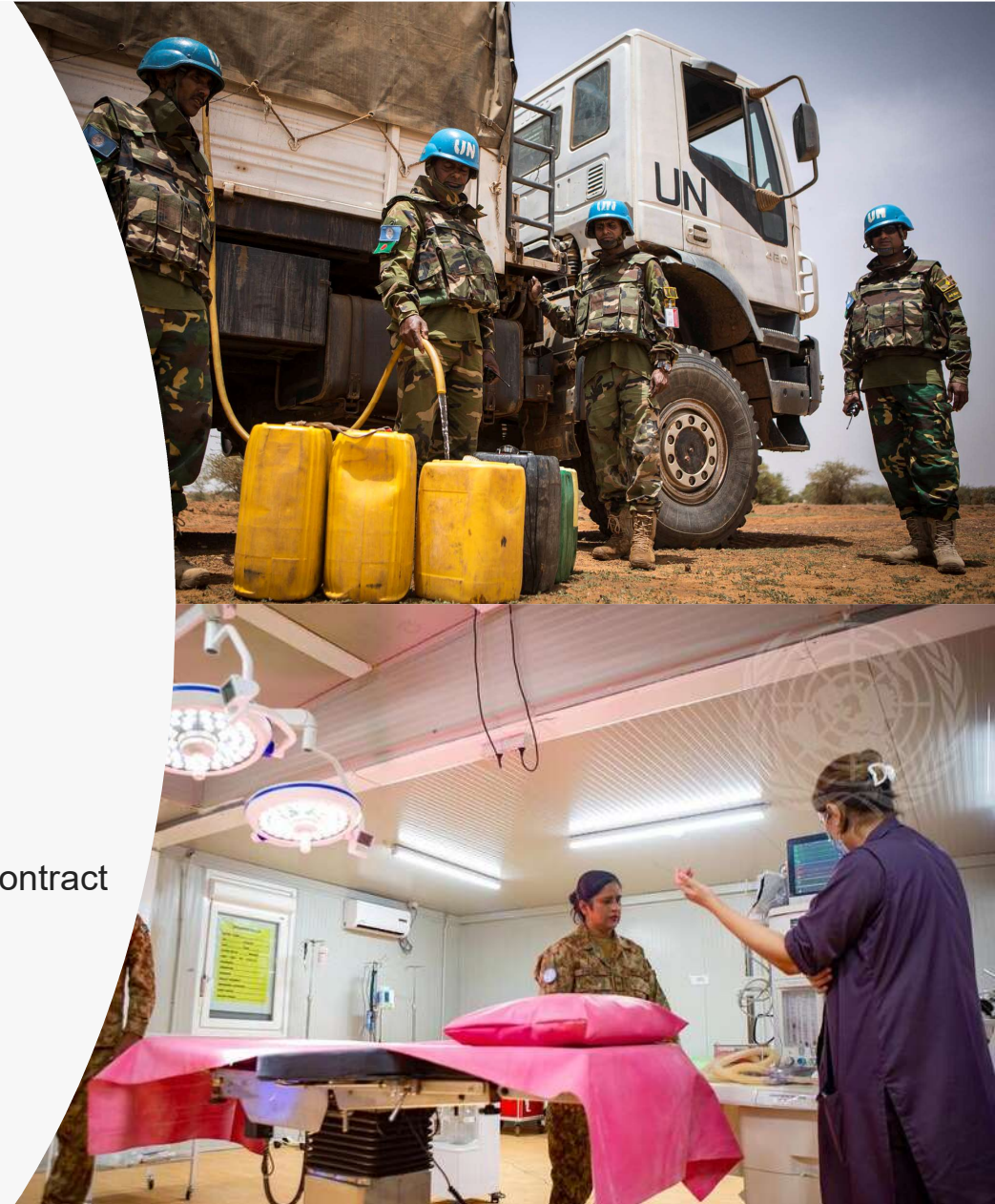
RFI No.	Title	Commodity Group	Start Date	Expiry Date	RFI Details	
RFIUNGSC22906	Request for Information: Advanced IoT Platform for UN Infrastructure Optimization and Sustainability	End User Technology & Applications	29 July 2024	30 September 2024	Link	Express Interest
RFIUNPD22838	Provision of New prefabricated Smart Building System that utilizes Hybrid Glass-Fiber Reinforced Thermoplastic Composite Panels or similar material.	Accommodation	08 July 2024	06 September 2024	Link	Express Interest
RFIUNOG22961	Provision of Home Security Solution	Security Services	15 August 2024	29 August 2024	Link	Express Interest

Business Opportunities Published on the UN Procurement Division Website (<https://www.un.org/Depts/ptd/eoi>) **Request for Expression of Interest**

EOIMONUSCO22964	Provision of Equipment and Spare Parts for Two Mobile Air Traffic Control Towers in the Democratic Republic of the Congo (Bunia, Bukavu and Beni)	Airfield and Air Operations Support	19 August 2024	30 August 2024	Download PDF file	Express Interest
EOIUNIFIL22959	Establishment of a Long-Term Agreement (LTA) for the Provision of Satellite Voice and Data Services (IRIDIUM and BGAN-INMARSAT) to UNIFIL and UNSCOL, Lebanon	Communication Services	15 August 2024	30 August 2024	Download PDF file	Express Interest
EOIUNPD22936	Virtulization Platform	Server, Network and Storage	05 August 2024	31 August 2024	Download PDF file	Express Interest
EOIMONUSCO22984	Provision of Construction Materials to MONUSCO DAP Beni, D.R. Congo.	Facility Management	22 August 2024	02 September 2024	Download PDF file	Express Interest
EOIUNIFIL22963	Establishment of a Long-Term Agreement (LTA) for the Sale of Surplus Unusable Metal Scrap Located at UNIFIL-Headquarters, Green Hill Camp, Naqoura.	Facility Management	16 August 2024	02 September 2024	Download PDF file	Express Interest
EOIUNECA22962	Provision of Travel Management Services for the UNECA and UN agencies in Addis Ababa	Travel Management Services	16 August 2024	02 September 2024	Download PDF file	Express Interest
EOIUNON22958	Maintenance and Repair Services of Canon Vario iX Digital Printer Including Supply and Installation of Spare Parts and Consumables for the United Nations Office at Nairobi Kenya.	Professional Services	15 August 2024	02 September 2024	Download PDF file	Express Interest
EOIUNFICYP22948	Provision of printing and related services to UNFICYP	Communication Services	09 August 2024	02 September 2024	Download PDF file	Express Interest
EOIUNIFIL22966	LTA for the Provision of Veterinary Services and Service Dog Supplies	Professional Services	20 August 2024	03 September 2024	Download PDF file	Express Interest

Preparation
and Issuance
of Solicitation
Documents)

- Usually consist of:
 - Letter of Invitation
 - Acknowledgement Letter
 - Technical documents
 - Special Instructions and Evaluation Criteria
 - Performance Security Form (if applicable)
 - Form of Contract and relevant UN General Conditions of Contract
- Standard templates



**Bidders
Conference (Q
& A)**

- Information in the solicitation document
- Site visits to take place prior to bidders' conference
- Bidders shall bear all costs related to participation in such events
- The UN may issue a letter to bidders for obtaining visas from the host country.



Receipt and
opening of
Offers



== Tender Opening Committee: virtual opening through Webex

- Invitation to Bids: read out of bidders' names and total price
- Request for Proposals: first technical proposals



Internal
Review/
Approval

- Review Committees, as appropriate
- Registration level of selected vendor
- Fulfillment of conditions
- Offer Validity





Contract/ PO Award Published on the UN Procurement Division Website (<https://www.un.org/Depts/ptd/contract-awards>)

Contract Awards

On the Contracts Awards web pages, the UN Procurement Division publishes newly awarded Contracts by UN Secretariat entities resulting from formal methods of solicitation with an NTE amount higher than US\$150,000.

Year of Start Date	Month of Start Date	Ref. No.	Country	Vendor Name
2024	Jun		- Any -	
Commodity Group		Items per page		
- Any -		10		
		<input type="button" value="Apply"/> <input type="button" value="Reset"/>		

Entity	Vendor Name	Country/Territory	Contract No.	Commodity Group	Start Date	Expiry Date	Potential End Date	Value	Ref. No.	Solicitation Type
MINUSCA	AFEGO GENERAL COMPANY LTD	South Sudan	4700028566	Horizontal Infrastructure	26 June 2024	25 December 2025	24 December 2025		3400012153	ITB
Procurement Division	ALS LTD	Kenya	4700028435	Air Transportation Services	01 June 2024	31 May 2025	31 May 2027	\$2,827,737	N/A	
GPSS	AQUA COOLERS LTD.	Uganda	4700028555	Facility Management	21 June 2024	20 June 2029	20 June 2029	\$453,150	N/A	

Debriefing

- Awards above USD 200K
- Relates exclusively to bidder's submission
- Procurement challenge with Award Review Board



UN Peacekeeping: Procurement Challenges

- Infrastructure
- Resources
- Geographical factors
- Climate
- Natural disasters
- Diseases
- Emergency
- Security risks
- Host Nation restrictions
- Global economic environment



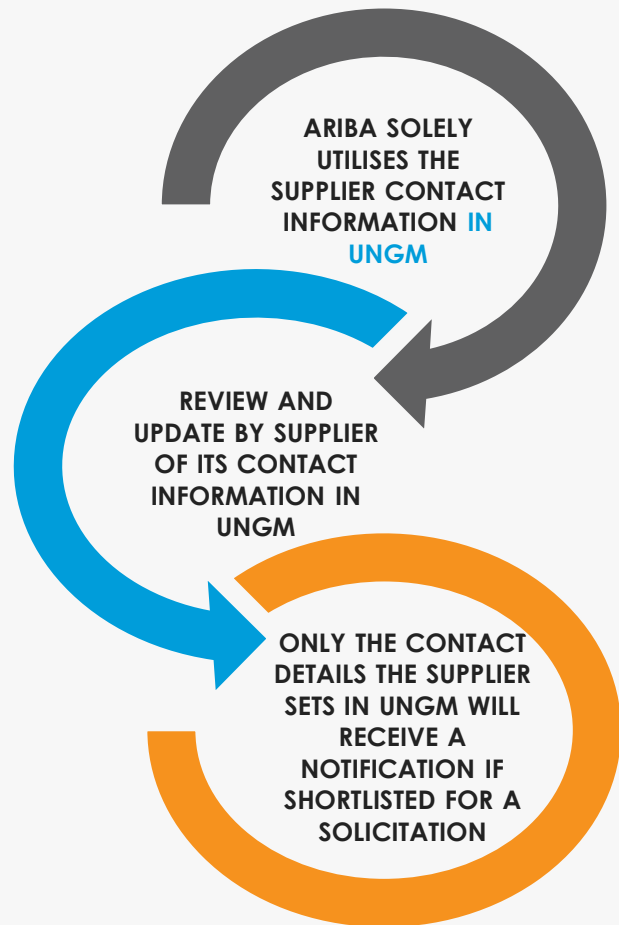
MONUSCO Engineering Unit Engaged in Construction Projects in Beni, UN Photo 2022



An all-terrain vehicle is being used to increase mobility to support the mandate of the United Nations Mission in South Sudan, UN Photo 2024



SAP ARIBA E-TENDERING PLATFORM



Information on the Ariba Network



ARIBA INTRODUCTION VIDEO



Ariba Guide



Letter from Director, Procurement Division

UNGM Help Center



How To: Manage Contact Details



How To: Manage Existing Contact





Procurement & SUSTAINABLE DEVELOPMENT GOALS

Focused efforts on outreach and engagement of:

- Women owned businesses
- Disability Inclusion
- Vendors from developing countries & economies in transition
- Environment



Increase the participation of Women Owned Business in the procurement of goods and services

- Business seminars for women owned businesses
- Capacity building sessions
- Partnership with UN Women and non-profit organizations
- UN System-wide Gender Parity Strategy
- Elsie Initiative for Field Missions

UN House Compound, UNMISS



Women's accommodation cluster, UNISFA



Outdoor recreational area, UNSOS

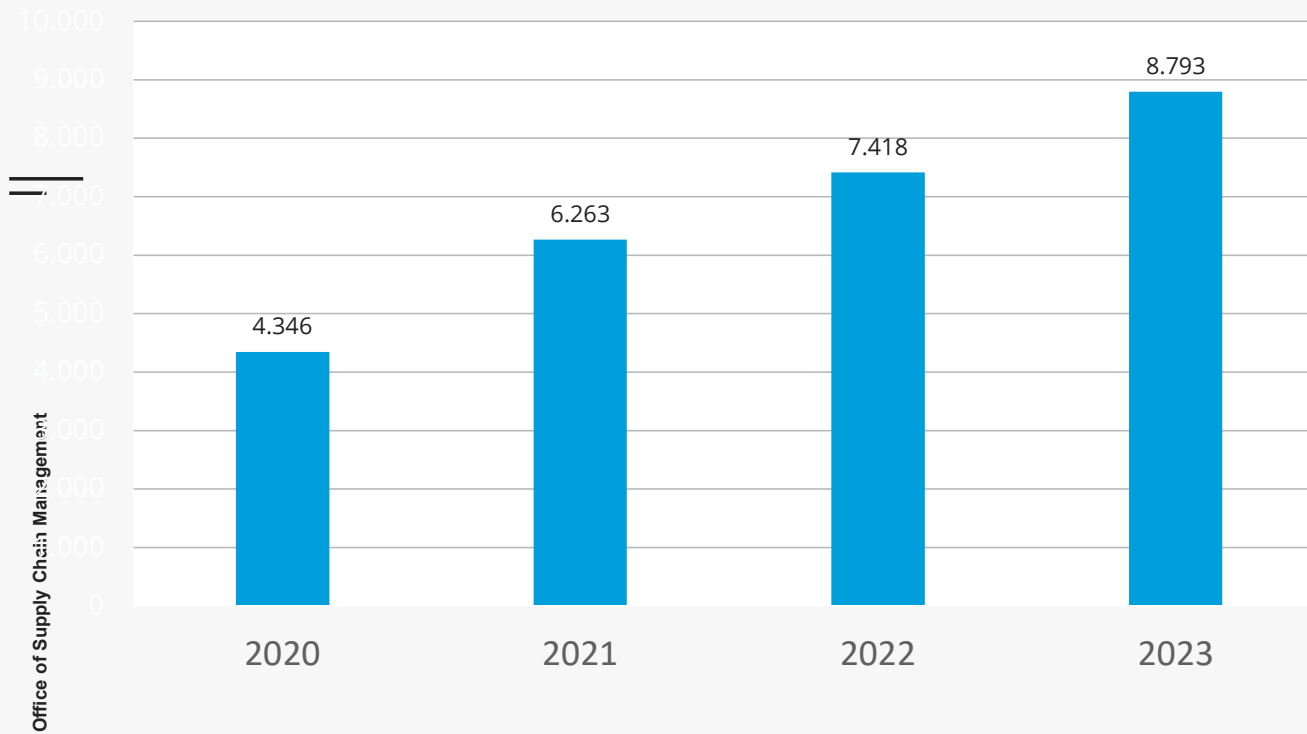


MONUSCO Pilot Project for
Bangladeshi Formed Police Unit





Number of Women Owned Businesses Invited to UN Secretariat Tender by Year





Implementation of the UN Disability Inclusion Strategy

- Accessibility features added to the UN Procurement Division website and frequently used procurement documents

The screenshot shows the UN Procurement Division website. The header includes the UN logo and the text 'Procurement Division'. Below the header is a navigation menu with links for HOME, VENDOR REGISTRATION AND OUTREACH, BUSINESS OPPORTUNITIES, AWARDS, STATISTICS, and ABOUT US. The main content area is titled 'Procurement Manual' and contains several paragraphs of text. At the bottom of the page, there is a list of links to the Procurement Manual in various languages, with the 'Accessible Version' link circled in red.



Integrate the economic dimension of the sustainable agenda: UN Organizations Procurement from Least Developed Countries, 2019-2023



Figure 4. Procurement from least developed countries, 2019-2023

\$ millions



Environmental considerations

The impacts on the environment that the product and/or service has over its whole life cycle.

- Renewable energy
- Solid waste management and wastewater management





UN Global Compact

4 Anti-Corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

1 Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights;

Principle 2: make sure that they are not complicit in human rights abuses.

Ten Principles

3 Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: undertake initiatives to promote greater environmental responsibility;

Principle 9: encourage the development and diffusion of environmentally friendly technologies.

2 Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: the elimination of all forms of forced and compulsory labour;


Principle 5: the effective abolition of child labour;

Principle 6: the elimination of discrimination in respect of employment and occupation.

Registration on the United Nations Global Marketplace

www.ungm.org

- UNGM is the UN global vendor portal.
- Registration is mandatory for all Commercial Vendors.
- One registration form – access to many UN organizations.
- Tender Alert Service – direct notice of business opportunities.



WELCOME TO THE UNGM

Share your experience with the UNGM Help Center in this [short survey](#)

- Login and New Registrations
- Business Opportunities
- Tender Alert Service
- UN Staff Area
- Contract Awards
- Knowledge Center
- About UNGM
- UN Procurement Statistics
- Doing Business with the UN Agencies



Annual Statistical Report on UN Procurement

(https://www.ungm.org/Shared/KnowledgeCenter/Pages/asr_data_country)

Brazil - 2023

ungm.org/ASR

\$196.49M

Procurement value for the year (USD)

24

UN organizations procuring from the country

33rd

Ranking of supplier country by UN procurement value

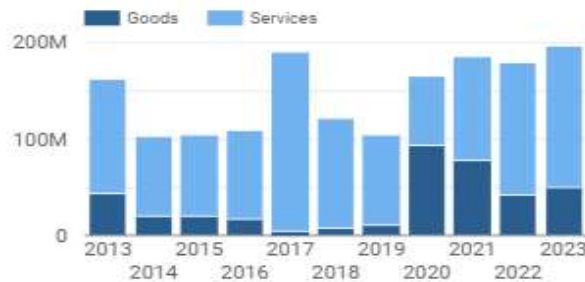
0.79%

Percentage of total UN procurement from the country

5,040

Number of suppliers registered in UNGM

Goods and services distribution (USD)



Supplier distribution

% of total procurement based on suppliers' aggregate volume



Total number of suppliers: 28,220
 Number of suppliers with volume ≥ 1M USD: 155

Procurement by category

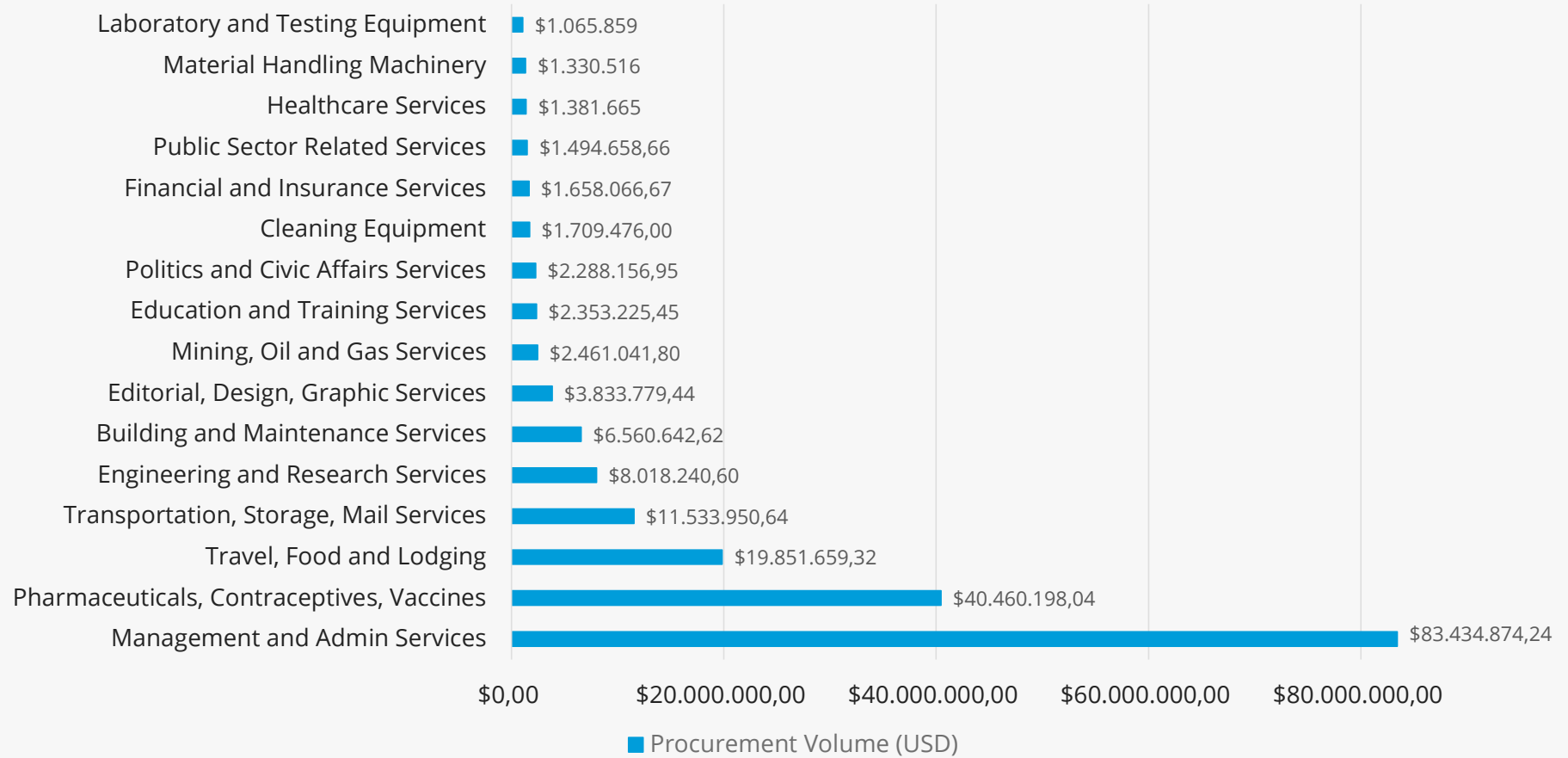
Category (UNSPSC segment level)	Procurement amount (USD)
Management and Admin Services	83.4M
Pharmaceuticals, Contraceptives, V...	40.5M
Travel, Food and Lodging	19.9M
Transportation, Storage, Mail Servic...	11.5M
Engineering and Research Services	8M

Procurement by organization

Organization	Procurement amount (USD)
PAHO	115.4M
UNDP	26.3M
UNICEF	17.9M
UNOPS	8.7M
UNESCO	5.2M
IOM	4.9M



2023 UN System of Organizations Procurement from Brazil by Major Categories





Compliance with UN Supplier Code of Conduct and UN General Conditions of Contract

- ❑ The UN expects ethical behavior of UN suppliers and contractors. Proscribed practices include but are not limited to sexual exploitation and abuse, corruption, conflict of interest, gifts and hospitality, and post-employment restrictions.
- ❑ UN Supplier Code of Conduct:
<https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct>
- ❑ UN General Conditions of Contract:
<https://www.un.org/Depts/ptd/about-us/conditions-contract>



Vendor Sanctions

(<https://www.un.org/Depts/ptd/vendor-review-committee>)

- Censure
- Suspension
- Removal
- Other Sanctions



The screenshot shows the website for the UN Procurement Division's Vendor Review Committee. The header includes the UN logo, the text 'Procurement Division', and a search bar. A navigation menu contains links for HOME, VENDOR REGISTRATION AND OUTREACH, BUSINESS OPPORTUNITIES, AWARDS, STATISTICS, and ABOUT US. The main content area is titled 'Vendor Review Committee' and contains the following text:

The Vendor Review Committee (VRC) is an internal administrative body tasked with making recommendations to the Under-Secretary-General for the Department of Management Strategy, Policy and Compliance regarding possible sanctions against, and reinstatement of, vendors following a review of cases related to:

- a. Vendors who may have engaged attempted to engage in proscribed practices (including but not limited to corruption, fraud, coercion, collusion, obstruction, sexual exploitation or any other unethical or anti-competitive practice);
- b. Vendors who have failed to perform in accordance with the terms and conditions of their contract(s) with the UN to the extent that it would warrant suspension, and
- c. Prior to or following registration, a failure to (a) meet any of the applicable "Pre-Requisites for Eligibility" set forth in Chapter 3.1.4 of the Procurement Manual, (b) submit a Declaration of Eligibility, or (c) accept the UN Supplier Code of Conduct.

Where evidence exists that one of the above referenced instances have occurred, the secretariat of the VRC will be requested to submit the case for review by the VRC.

An official request for VRC review shall include pertinent information related to the case, and all applicable supporting documentation. Upon receipt of an official request, the VRC Secretary will conduct due diligence and shall obtain any additional information required from the requesting office, as necessary to ensure that the VRC case is based on substantial and documented evidence.










Reference Information:

- UN Procurement Manual:
 - Chapter 3.3, Vendor Review Committee
 - Chapter 3.4, Review by the Vendor Review Committee
 - Chapter 3.5, Vendor Sanctions



Relevant UN System Organizations and their Requirements

WELCOME TO THE UNITED NATIONS GLOBAL MARKETPLACE (UNGM)

<p>Login and New Registrations</p> <p>Access this area to create a new UNGM account or to log in to an existing account.</p> 	<p>Procurement Opportunities</p> <p>Search for procurement opportunities published by UN organizations. These are accessible publicly and free of charge on UNGM.</p> 	<p>Tender Alert Service (TAS)</p> <p>This service notifies suppliers of relevant UN procurement opportunities based on their products and services.</p> 
<p>UN Staff Members</p> <p>This area is dedicated to UN staff members and provides access to functionalities supporting the UN procurement function.</p> 	<p>Contract Awards</p> <p>Search for contract awards published by UN organizations. These are accessible publicly and free of charge on UNGM.</p> 	<p>Knowledge Center</p> <p>Find information and resources on UN procurement in this area dedicated to potential suppliers, UN staff members and other entities interested in advancing their knowledge.</p> 
<p>UNGM Help Center</p> <p>The Help Center provides users with support as they learn about and use the UNGM portal. Search the library of support articles to find answers and resolve issues.</p> 	<p>Procurement Statistics</p> <p>The Annual Statistical Report (ASR) provides an overview of procurement carried out by the UN organizations in support of their operations, projects, and programmes.</p> 	<p>Doing Business with the UN Organizations</p> <p>Find information on how to do business with the United Nations, in particular on the UN system, UN market and International Procurement Seminars.</p> 



2022 ANNUAL STATISTICAL REPORT

ON UNITED NATIONS PROCUREMENT

UN PROCUREMENT PRACTITIONER'S HANDBOOK

United Nations

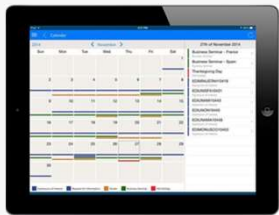


United Nations Procurement Mobile App

The UN Procurement Mobile App offers real-time access to information related to business opportunities, business seminars schedule and contract awards.

- Event calendar including business opportunities, seminars, public tender openings, and official UNHQ holidays.
- Purchase orders and contracts monthly awards data that can be filtered by year, month and commodity group.
- Procurement bulletins providing timely updates on a wide range of topics.
- Comprehensive search functionality.
- Ability to easily share information and add events to your calendar.
- Multi-year statistical data.
- Other procurement resources.

← Features of the Mobile App





Common Questions



As a small vendor, is registering with the UNGM worthwhile for me, as the UN is such a large organization? Would I ever have an opportunity to do business with the United Nations Secretariat?



We have a new product that we believe the United Nations should know about. Who should we talk to and how do we contact them?

[Contact Us](#) -UNPD website

<https://www.un.org/Depts/ptd/about-us/contacts>



Thank you for your time!

Your feedback is important to us. Please take a moment and participate in the survey.

To access the Survey, click link below:

<https://forms.office.com/e/MqfJ4hW9zV>

Or scan QR Code:

