



REQUEST FOR EXPRESSION OF INTEREST (EOI)

Title of the EOI:

Assessment of Business Needs and Requirements and Development of ICT Target Operating Model for the Investment Management Division of the United Nations Joint Staff Pension Fund (IMD/UNJSPF).

Date of this EOI: 7 July 2016

Closing Date for Receipt of EOI at PD: 8 August 2016

EOI Number: EOIDA312675

Address EOI response by fax or e-mail for the Attention of: Dionisio Abalos

Fax Number: 1-212-963-1637

E-mail Address: abalosd@un.org

UNSPSC Code: 80101500, 80160000, 80100000, 81111700, 81111705, 81111800, 81161500, 841211706, 84121700, 84111500

DESCRIPTION OF REQUIREMENTS

A. Services

1. The Secretary-General of the United Nations seeks an experienced consulting firm specializing in the buy-side investment management industry to undertake an assessment of business needs and requirements culminating in an ICT target operating model for the Investment Management Division (IMD) of the United Nations Joint Staff Pension Fund (UNJSPF). The consulting firm shall:

(a) Assess/document the current operating model that includes, but not limited to, the business strategy and workflow, trade life cycle and investment operations from front to back of IMD including cash management and reconciliation tools, accounting, risk and performance analytics for all investment transactions. The assessment should include: applications (business alignment and complexity of interfaces), costs, service levels, staffing and sourcing;

(b) Assess strengths/weaknesses of the current ICT business applications supporting the operating model and recommend enhancement options or alternative strategies to fully automate and optimize integration of business processes to achieve automated and/or straight-through processing of front-to-back trade operations (buy-side) including private markets (i.e., private real assets, private equity and other private fund structures (limited partnerships)), corporate action elections and processing, daily cash projection/activity reports, reconciliations (exception management and issue resolution), and IFRS-compliant general ledger accounting system (double-entry system); The recommendation should be drawn from reviewing the adequacy of the implemented business applications supporting the IMD investment operations, cash management, reconciliation, accounting, risk and performance analytics as well as the adequacy of the supporting ICT infrastructure including information security to support the business applications;

(c) Recommend IMD's ICT target operating model taking into consideration the operational business needs/requirements, UN context and ICT options; and keeping in mind future additions to its current asset

classes or financial instruments; and

(d) Assess, quantify and/or qualify the cost/benefit analyses for each option/alternative or the recommended ICT target operating model.

2. Assistance may also be sought for the implementation of the ICT strategy by gathering and documenting business user requirements and business cases for development/changes that might be needed, development of RFP and evaluation criteria, vendor selection and/or implementation.

B. Brief Description of the Fund

3. The United Nations Joint Staff Pension Fund was established by the General Assembly of the United Nations ("UN") to provide retirement, death, disability and related benefits for the staff of the UN and 22 other international intergovernmental organizations admitted to membership in the Fund.

4. The UNJSPF provides retirement, death, disability and related benefits for the staff of the UN and other international organizations admitted to membership of the Fund.

5. The UNJSPF is primarily an internally managed fund, with approximately US\$52 billion under management. Approximately 5.5 per cent of the Fund's assets are invested in externally managed funds such as real assets and private equity (limited partnerships), small-cap equities, emerging markets debt and equity fund.

6. The UNJSPF is one of the most globally diversified funds in the world. Although most of the investments are in major developed markets, the Fund is committed to finding sound investment opportunities in emerging markets. The Fund's assets are invested in 23 currencies and 44 countries (including emerging markets), regional institutions, multilateral institutions, and institutional investment trusts. Additional information on the Fund in general and its investment policies in particular can be found on Fund's website at <http://imd.unjspf.org/>.

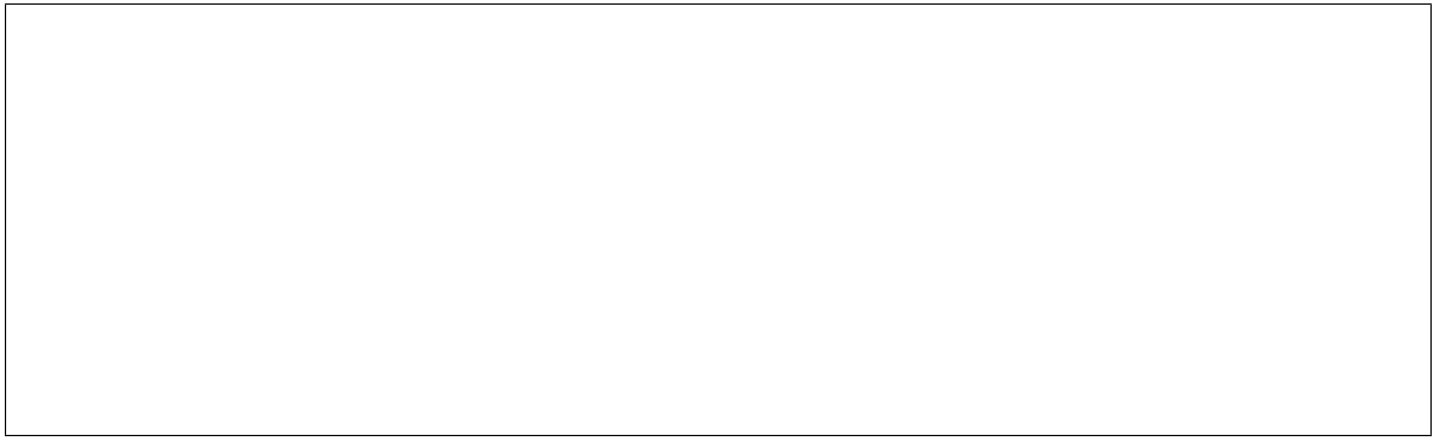
C. Minimum Required Qualifications:

7. Consultancy firms seeking to participate in the forthcoming solicitation must have consultants with a minimum of five (5) years of experience in the following key areas:

a) Advising global buy-side investment managers, pension funds or sovereign wealth funds in developing their ICT target operating models to support a buy-side investment operations, but not limited to, strategic planning, managed services assessment, enterprise architecture design and implementation, systems and operations reviews and recommendations, business process re-engineering, business analysis, data architecture and roadmap, RFP development and evaluation, systems evaluations, vendor selections and implementations, integration and automation, and recommendation on compliance with global financial regulatory requirements.

b) Documenting financial business workflows from Front to Back including (a) Trade Order Management System, Trade Execution Platforms and Investment Analytical tools; (b) Pre- and post-trade compliance and operational risks; (c) Middle and Back Office operations; (d) Corporate actions (mandatory and voluntary corporate action elections); (e) Cash Management or Cash Projection/Activity; (f) Technical Infrastructure/Architecture; (g) Performance monitoring and/or risk and performance analytics; (h) Reconciliation; (i) Portfolio accounting systems and valuations; (j) Data warehouse.

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)



NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <https://www.ungm.org/Public/Notice>

Only the United Nations Global Marketplace (UNGM) has been authorised to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Expressions Of Interest. Vendors interested in this Tender Alert Service are invited to subscribe on <http://www.ungm.org>

Vendors interested in participating in the planned solicitation process should complete the Vendor Response Form of this EOI and send it via fax or e-mail to United Nations Procurement Division (UNPD) before the closing date set forth above.

VENDOR RESPONSE FORM

TO: Dionisio Abalos

EOI Number: EOIDA312675

FAX: 1-212-963-1637

FROM:

SUBJECT: Assessment of Business Needs and Requirements and Development of ICT Target Operating Model for the Investment Management Division of the United Nations Joint Staff Pension Fund (IMD/UNJSPF).

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

UNPD Vendor ID Number:	UNGM Vendor ID Number*:	
Legal Company Name (Not trade name or DBA name) *:		
Company Contact *:		
Address *:		
City *:	State:	
Country *:		
Telephone 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 : _____

EOI INSTRUCTIONS

1) **Registering as a Vendor with the United Nations**

Vendors interested in fulfilling the requirement described above must be registered at the UN Global Marketplace (www.ungm.org) with the UN Secretariat in order to be eligible to participate in any solicitation. Information on the registration process can be found at <http://www.un.org/Depts/ptd>.

Prerequisites for Eligibility

In order to be eligible for UN registration, you must declare that:

- A. Your company (as well as any parent, subsidiary or affiliate companies) is not listed in, or associated with a company or individual listed in:
 - I. the Compendium of United Nations Security Council Sanctions Lists (http://www.un.org/sc/committees/list_compend.shtml), or
 - II. the IIC Oil for Food List website or, if listed on either, this has been disclosed to the United Nations Procurement Division in writing.
- B. Your company (as well as any parent, subsidiary or affiliate companies) is not currently removed or suspended by the United Nations or any other UN organisation (including the World Bank);
- C. Your company (as well as any parent, subsidiary or affiliate companies) is not under formal investigation, nor have been sanctioned within the preceding three (3) years, by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice;
- D. Your company has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against your company that could impair your company's operations in the foreseeable future;
- E. Your company does not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with the Vendor in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15).
- F. Your company undertakes not to engage in proscribed practices (including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice), with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN.

For Registered Vendors: Vendors already registered at the UN Global Marketplace with the UN Secretariat must ensure that the information and documentation (e.g. financial statements, address, contact name, etc.) provided in connection with their registration are up to date in UNGM. Please verify and ensure that your company is registered under its full legal name.

For Vendors Interested in Registration: Vendors not yet registered should apply for registration on the United Nations Global Marketplace (<http://www.ungm.org>); information on the registration process can be found at <http://www.un.org/Depts/ptd>. Vendors must complete the registration process prior to the closing date of the REOI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the REOI are not considered eligible to participate in solicitations of the UN Secretariat. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

IMPORTANT NOTICE: Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.

2) **EOI Process**

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to the United Nations Procurement Division (UNPD) by the closing date set forth in this EOI. *Due to the high volume of communications, UNPD 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.

This EOI is issued subject to the conditions contained in the EOI introductory page on the UNPD Website indicated above.

