

**REQUEST FOR EXPRESSION OF INTEREST (EOI)****Title of the EOI:**

Aviation Security Training

Date of this EOI: 15 July 2016**Closing Date for Receipt of EOI at PD:** 15 August 2016**EOI Number:** EOIMI12700**Address EOI response by fax or e-mail for the Attention of:** Mohammad Islam**Fax Number:** 1-212-963-1637**E-mail Address:** islam17@un.org**UNSPSC Code:** 25191500, 78141805,46171600, 46200000, 92121504,86101714, 92000000**DESCRIPTION OF REQUIREMENTS**

The United Nations Department of Political Affairs and its United Nations Counter-Terrorism Centre (UNCCT) within Counter-Terrorism Implementation Task Force (CTITF) Office seeks a Prime Contractor to assist and support the counter-terrorism efforts of the United Nations and its partners. The Prime Contractor is required to provide expert aviation security trainers / instructors for two aviation security training schools in Nigeria (Abuja and Lagos). These instructors will train a cadre of Nigerian aviation security instructors who will deliver the training program, as developed by the Prime Contractor, to security officers working at airports in Nigeria. The overall intent of the project is to develop and sustain a high-quality security screening force and an effective regulatory inspectorate for all Nigerian airports. The prime contractor is required to:

- Provide certified training instructors proficient in current aviation security training standards in the areas of basic aviation security officer skills, supervisory security officer duties and responsibilities, security manager training, aviation cargo security training, and regulatory training.
- Provide security awareness training pertaining to Nigerian and regional counter-terrorism methods and operations.
- Provide all written training materials, course curricula, and certification tests for all training courses.
- Provide certified instructors in Nigeria for the duration of the project.
- Maintain close contact with the project manager to agree upon the schedule of works and to monitor its implementation.
- Alert the project manager when there are deviations from the schedule of works and/or deviations from desired outcome and to propose and agree upon a rectification schedule.

- Provide reports on the status of the project as agreed.

Company Qualifications: The Prime Contractor should have provided similar training services as described above within the past five years. The Prime Contractor must have the capacity to provide aviation security trainers for the duration of the project, estimated at 12 months.

Instructor qualifications: Instructors should have a minimum of five years of aviation training experience with expert knowledge of current aviation security training standards (such as ICAO). Instructors should have current knowledge of Nigerian and regional security threats as well as and understanding of terrorist methods and operations.

Languages: Proficiency and demonstrated drafting ability in English. Working knowledge of at least one other UN language is helpful.

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Notes:

The UN is seeking expressions of interest from qualified service providers.

Details of the requirement including the Terms of Reference will be provided at a later stage under the Request for Proposal.

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: Mohammad Islam

EOI Number: EOIMI12700

FAX: 1-212-963-1637

FROM:

SUBJECT: Aviation Security Training

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.