

## **UNDP Expression of Interest (EOI)**

UNDP Pacific Office in Fiji invites interested companies/service provider/suppliers/contractors to apply for the development of a data base of suppliers.

### **Purpose of the EOI**

An EOI is a notice used to assess interest in an upcoming solicitation for goods, works or services. Interested companies/service provider/suppliers/contractors are invited to express interest and provide information about their products, services, resources, qualifications and experience. UNDP Fiji will develop a data base, that may be further subjected to detailed review of eligibility and qualification at the time of solicitation through an open international competition.

The companies/service provider/suppliers/contractors shall provide the following goods/services: See attached annex 1.

### **Background**

The Project aims to improve the capacity for preparedness and mitigation to man-made, geo-physical and climate- related hazards. This initiative will be implemented in three countries: The Federated States of Micronesia (FSM), the Republic of the Marshall Islands (RMI), and Palau. The project will respond to Outcome 1 of the UN Pacific Strategy 2018 – 2022: By 2022, people and ecosystems in the Pacific are more resilient to the impacts of climate change, climate variability and disasters; and environmental protection is strengthened. The cooperation with the Government of Japan will contribute to achieving the goals of the Sendai Framework for Disaster Risk Reduction, elimination of threat to human security and protect gains of sustainable development. It is in line with the Japan Country Assistance Policy in these three countries and the priority areas: 1) Overcoming Vulnerability and 2) Environment and Climate Change.

The overall project goal is to effectively address the consequences of, and responses to, geo-physical and climate-related hazards to protect lives, sustain livelihoods, preserve the environment and safeguard the economy. The outcome will be achieved through 3 expected outputs:

1. Strengthened Disaster Communication and Climate and Tsunami Monitoring Systems, to be implemented in FSM, RMI and Palau.
2. Enhanced National and State Disaster preparedness capacity, to be implemented in FSM, RMI and Palau.
3. Enhanced Community Disaster and Climate Resilience through improved water and food resource management and inclusive livelihood diversification, to be implemented in FSM and Palau.

The project will be implemented by the UNDP Pacific Office in Fiji. The Project duration is one year.

## **EOI Format and submittals**

Interested companies/service provider/suppliers/contractors must provide information indicating that they are qualified to perform the services (brochure, description goods, services of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc. Companies/Consultants may associate to enhance their qualifications. In summary the minimum information should be submitted:

1. A cover letter with the organization's letterhead/logo, signed by its authorized official
2. General organizational capacity
3. Experience of the organization
4. Demonstrated specific experience
5. Business brochure
6. The submission must have clear "X" to the category of goods/services/civil works that the company is interested in.

There will not be any reimbursement for any costs incurred by the organizations in the preparation or submission of their respective EOI documents. Submission and development costs are expected to be borne by the respective organizations

## **Submission details**

All EOI documents and queries in response to this Expression of Interest shall be submitted to the following address:

The Procurement Analyst  
UNDP Pacific Office in Fiji  
Email: [ronald.kumar@undp.org](mailto:ronald.kumar@undp.org)  
Contact: 679-3227748

EOI from suppliers failing to provide the requested information will be disregarded. Invitations to bid and any subsequent purchase order will be issued in accordance with the rule and procedures of UNDP

This EOI does not entail any commitment on the part of UNDP, either financial or otherwise. UNDP reserves the right to accept or reject any or all EOI without incurring any obligation to inform the affected applicant/s of the grounds. Submission of the EOI does not constitute an obligation by UNDP to include your company in this specific procurement exercise, neither does it assure that a respective tender exercise will be undertaken in due course.