



EXPRESSION OF INTEREST (EOI)
REF. UNDP/PSO-EOI-2015-001-OPS : PREQUALIFICATION OF SECURITY COMPANIES FOR PROVISION OF
COMPLEMENTARY ARMED SECURITY SUPPORT TO THE UNDP IN MOGADISHU, SOMALIA

I. BACKGROUND

The United Nations Development Programme (UNDP) in Somalia invites **international security companies** to submit an Expression of Interest (EOI) to provide a small team of six (6) highly experienced international armed security professionals to provide complementary armed security support at the United Nations Common Compound (UNCC) in Mogadishu. A service provider would be preferred who can clearly demonstrate not only the below mentioned requirements, but also with potential for future expansion of security services, including, but not limited to, Explosive Detection (EDD) teams, and international armed and national unarmed guarding services to the United Nations (UN) facilities across all locations in Somalia where UNDP has management responsibility for UN premises.

This EOI will form the basis of a shortlist of potential service providers that will be considered prequalified and therefore invited to submit offers at a later stage.

II. SCOPE OF CURRENT SERVICES

a) Complementary Armed Support to the Existing Armed National Security Guards Employed within the United Nations Common Compound (UNCC) on Airport Road in Mogadishu

Objectives:

To provide a visible deterrent to potential attackers and an armed response to repel any attack aligned with the "UN Use of Force Policy" to be developed by the Contractor, and agreed by UNDP, within the UNCC.

Basic Functions

- Maintain a complementary armed security presence, in support of the existing armed guarding arrangements, within the UNCC on a 24/7 basis.
- Report any suspicious persons or objects that may cause a security concern.
- Assist the UNDP Field Security Advisers with maintaining secure access into the UNCC.
- Be responsive to UN DSS Field Security Coordination Officers (FSCO) or any other Agency Field Security Advisers present in the UNCC in the management of a security emergency.
- Monitor visitor presence to ensure access within the UNCC is contained within authorised areas.
- Provide an armed response to any security emergency within the UNCC.
- Assist in the provision of First Aid to UN personnel in the event of incidents.
- Maintain communications within and between security professionals under the UN Security Management System reporting procedures.
- Assist in the management of emergency drills and procedures.
- Provide armed protection for UN personnel when confined to Safe rooms.
- Develop and maintain coordinated operational response plans as directed.

(b) Provide Complementary Armed Security Support when UNDP Personnel are Required to Move in Convoy for Meetings in Non-UN premises.

Objectives:

To provide an armed deterrent and defensive capability in the event of a security incident that threatens UNDP personnel within a non UN premise.

Basic Functions

- Accompany and occasionally manage and coordinate UNDP convoys outside the UNCC/Mogadishu International Airport (MIA).
- Remain with UNDP personnel whilst outside the UNCC and in non-UN premises in a defensive armed role.
- Monitor the environment for unusual or suspicious activity that may threaten UNDP personnel.
- When required manage security incidents involving UNDP personnel and assets ensuring the safety of UNDP personnel as a priority.
- Provide first aid to UNDP personnel and ensure medical relocation to the UNSOA Level II hospital within the MIA when and if necessary and supported by the UNDP Security Unit
- Immediately report incidents to the UNDP FSA and provide follow up written reports and assist with investigations.

III. ELIGIBILITY CRITERIA

Interested companies are encouraged to apply **ONLY** if they meet the eligibility criteria below, and are required to submit supporting documentation (where applicable) in line with the eligibility criteria outlined.

Eligibility Criteria	Submission Details/Documents Required
Legal Status	<p>Certificate of registration/incorporation i.e.,</p> <ul style="list-style-type: none"> • Proof of registration (including Memorandum & Articles of Association) and valid business permit to offer armed security services in the country where the company is incorporated. • Proof of registration in Somalia and valid business permit to offer armed security services in Somalia issued by the Federal Government of Somalia. Applicants who are not already in possession of these documents at the EOI stage but meet all other eligibility criteria will be considered on condition that they provide proof of ongoing registration, but will be required to submit the documents at the request for offer stage.
Organization profile and details	<p>Clear organization profile and structure of the organization indicating :-</p> <ul style="list-style-type: none"> • Organization's vision, mission and objectives • Management structure • List of directors • List of associate firms/subsidiaries holding 5% or more of the stocks and other interests, or its equivalent. • Proof of membership to professional associations (if any).
Proof of tax registration & Tax payment/clearance	<p>Tax registration and current Payment certificate(s) issued by the tax authority in the country where the company is incorporated demonstrating that the Proposer has met its tax obligations, or where applicable, a certificate of tax exemption if any such privilege is enjoyed by the company.</p>
Financial Capacity (proof of financial sustainability)	<ul style="list-style-type: none"> • Audited company financial statements (balance sheet and income statement) and auditors report for the last two financial years. • Financial rating (if any)
Technical capacity (Demonstrable ability to substantially comply with the Scope of Work).	<p>A team of experienced staff and managers with an understanding of armed security services in fragile and conflict states.</p> <ul style="list-style-type: none"> • Number of professional staff • Number of support staff • CVs of key management staff that will be involved in the management of the proposed service

Eligibility Criteria	Submission Details/Documents Required																					
	<ul style="list-style-type: none"> • Training methodologies; types of training, duration and frequency • Emergency response • Turnaround period required to provide a security professional on request • Proof of insurance against losses arising from negligence of contractor's staff (please indicate the relevant insurance policy) 																					
Company MUST have membership to the International Code of Conduct for Private Security Service Providers (the "CODE")	Proof of compliance - Membership Number and certificate.																					
Company MUST have been in the business of providing armed security services for at least five (5) years prior to submission of its EOI	Proof of business registration as an armed guards' security service provider for at least five (5) years.																					
Valid and current licences to provide armed security services in the Company's Home State	Proof of compliance as defined by the Montreux Document, i.e. (the State where the company is incorporated), including registration number																					
Valid and current licences to provide armed security services and import, carry and use firearms and ammunition in the Territorial State	Proof of compliance as defined by the Montreux Document, i.e. (The State on whose territory the company will operate (provide services), including registration number																					
Started the registration process to become a registered United Nations Procurement Division vendor	Proof of compliance, i.e. UNGM Vendor registration number (if already registered) or if not, proof of ongoing registration. Proposer will only be eligible for contract award subject to the successful completion of registration at the appropriate level). Information on the registration process can be found at http://www.unqm.org																					
Experience in providing armed security services to UN/diplomatic missions or other international agencies and multinational corporations in fragile and conflict States. Experience in Somalia is desirable.	<p>Please use below format starting with your most recent projects and continue in reverse chronological order</p> <table border="1"> <thead> <tr> <th>Name of project</th><th>Client</th><th>Contract value (USD)</th><th>Period of activity</th><th>Types of activities undertaken</th><th>Status or Date completed</th><th>References contact details (name, phone email)</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Name of project	Client	Contract value (USD)	Period of activity	Types of activities undertaken	Status or Date completed	References contact details (name, phone email)														
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References of Corporate Clients	A minimum of three (3) credible references from UN/diplomatic missions or other international agencies and multinational organisations for provision of armed security services for the past five (5) years (please include contact details [name, telephone number and email address]).																					
Quality Assurance Certification	(E.g. ISO 9001, etc) and/or other similar certificates, accreditations, awards and citations received by the Proposer (if any).																					
Declaration of Litigation	<p>Litigation history on past and current over the last five (5) years, as summarised below (if any)</p> <table border="1"> <thead> <tr> <th>Other party(ies) involved</th><th>Brief description/nature of dispute</th><th>Status</th><th>Amounts involved (USD)</th><th>Final resolution if already concluded</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Other party(ies) involved	Brief description/nature of dispute	Status	Amounts involved (USD)	Final resolution if already concluded																
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Bank References	List of bank references (Name of Bank, Location, Contact person with their phone number and email address).																					
Gender Sensitivity	Number of women on the Board of the Company and number of women employees																					

Eligibility Criteria	Submission Details/Documents Required
Environmental Compliance	Certificates, accreditations, markings/labels, and other evidences of the Proposer's practices which contribute to the ecological sustainability and reduction of adverse environmental impact in business practice (if any)
Screening against UN Sanctions Lists	Applicants will be screened against List 1267 maintained by the UN Security Council Committee http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm , the UN Procurement Division, UNDP or any other UN ineligibility list.
Language of EOI	English: Documents issued in any other language by government authorities and audit firms MUST be accompanied by a certified translation.

Eligibility of Applicants that are wholly or partly owned by the Government shall be subject to UNDPs further evaluation and review of various factors such as being registered as an independent entity, the extent of Government ownership/share, receipt of subsidies, mandate, access to information in relation to this EOI, and others that may lead to undue advantage against other Applicants, and the eventual rejection of the Application.

If the Applicant is a group of legal entities that will form or have formed a joint venture, consortium or association at the time of the submission of the EOI, they shall confirm in their EOI that they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the joint venture jointly and severally, and **this shall be duly evidenced by a duly notarized Agreement among the legal entities.** All entities that comprise the joint venture shall be subject to the eligibility and qualification assessment by UNDP, therefore, eligibility documents relating to each entity must be submitted with the EOI.

IV. SUBMISSION DETAILS

Deadline for submission of EOI

The EOI must be submitted on or before **March 16, 2015, 16:00H (Nairobi, Kenya Local Time: GMT +3.00)** clearly indicating the advertisement responded to as per the instructions given below:-

For Courier/Hand Delivered (Hard Copy) Submissions

Applicants submitting EOI by courier or hand can deliver to either of the following offices:-

UNDP Somalia Nairobi Support Office Pre-fab Block D5, United Nations Office at Nairobi (UNON) Compound UN Avenue, Gigiri, Nairobi PO Box 28832-00200, Nairobi, Kenya Tel : +254 20 51 21324	UNDP Somalia Country Office The United Nations Common Compound (UNCC) Airport Road, Mogadishu, Somalia Office Tel.: +252- 615590141
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Applicants shall deliver **one original and two copies**. The Original and each copy of the EOI shall be sealed in separate envelopes each clearly marked "**Original EOI**" and "**Copy of the EOI**" as appropriate. The three envelopes shall then be sealed in an outer envelope. The outer envelope shall bear the name and address of the Applicant and shall be addressed to the **UNDP Nairobi Support Office** address indicated above clearly marked; "REFERENCE: **Ref. UNDP SO-EOI-2015-001-OPS: Provision of Complementary Armed Security Support to the UNDP in Mogadishu, Somalia.**" Not to be opened before March 16, 2015, 16:00H Kenya Local Time.

For hand delivered submissions in Nairobi, please notify UNDP at debbie.wandera@undp at least 24 hours prior to delivery and include the following details in the email: **Name of the person making delivery, ID number, vehicle registration number, date and time of delivery** to facilitate security clearance into the compound.

OR

For Electronic Submission

- Please e-mail your Expression of Interest to the **mandatory** official address for electronic submission: **bids.so@undp.org**. Please note this address is different from the email address provided for requests for clarification indicated below.
- **Mandatory** subject of the email: **"Ref. UNDP SO – EOI-2015-001-OPS - Provision of Complementary Armed Security Support to the UNDP in Mogadishu, Somalia"**
- Format: **PDF files only**. Applicants should check the attachment format prior to submission. The UNDP will not be responsible if attachments are in other formats that cannot be opened without additional software
- Maximum file size per transmission is **5MB per transmission**, which must be free from any form of virus or corrupted contents. There is no restriction on the number of files sent but each transmission must be labeled, for example, 1 of 2.
- If zip files are used, they should not include multiple lower sub-folders or directories
- Signature: **signed and stamped copy**
- **EOIs submitted to personal UNDP email addresses will not be considered.**

Notes:

1. EOI from applicants failing to provide the complete information to fulfill the basic eligibility criteria will be considered non-responsive.
2. EOI received after the deadline indicated above for whatever reason will not be considered
3. Companies will be selected in accordance with the procedure set out in the UNDP Procurement Guidelines and UNDP Financial Rules and Regulations.
4. 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.

Any requests for clarification should be addressed to debbie.wandera@undp.org, cc: jennifer.nielsen@undp.org

PLEASE DO NOT SUBMIT FINANCIAL OFFERS AT THIS STAGE


Jennifer Nielsen
Procurement Specialist