

## REQUEST FOR EXPRESSION OF INTEREST

29 January 2024

### **REQUEST FOR EXPRESSION OF INTEREST (EOI) : PHL23NF134 for Supply, Customization and Delivery of One (01) Mobile Food Kitchen (EXTENSION)**

**Closing on 13 February 2024 at 1700 hrs (Manila, Philippines Time)**

#### **A. Background**

1. The United Nations World Food Programme hereinafter referred to as the "WFP", with its Headquarters located in Via C.G. Viola, 68/70, 00148 Rome, Italy is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience by assisting almost 100 million people in around 83 countries each year. About 17,000 people work for the organization, most of them in remote areas, directly serving the hungry poor.
2. The WFP seeks to purchase **one Euro 4, 4778 cc truck customized to a Mobile Food Kitchen.**
3. WFP invites eligible suppliers to express their interest in providing the requested equipment.

#### **B. The purpose of this EOI**

4. The purpose of this request for EOI is to identify suppliers with verified technical and financial capacity to provide the requested equipment. Eligible suppliers will be invited to participate in the bidding process for the proposed tender.
5. Eligibility to participate in the proposed tender will be determined on the basis of a) acceptance of WFP Terms and Conditions; b) exclusion from United Nations Security Council Sanctions Lists; c) has the capacity, capability and necessary licenses to fully meet or exceed the requirements and will be available to deliver throughout the relevant contract period; d) conforms with bid validity; and e) have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings.
6. After the deadline for submission of responses has passed, WFP will evaluate responses received and will notify eligible participants of the outcome of the evaluation.

#### **C. How to prepare and submit your Expression of Interest**

7. In order to participate in the pre-qualification exercise, companies are required to provide the following:

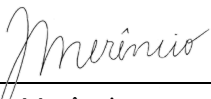
##### ***The filled in EOI Response Form, which includes:***

- Table 1. WFP Requirements
  - Table 2. Supplier Information;
  - Table 3. Supplier Financial Status;
  - Table 4. Supplier Relevant Experience;
  - Signatory by the authorized company representative and company stamp.
8. All supporting documentation listed above shall be prepared in accordance with the instructions provided and [manila.procurement@wfp.org](mailto:manila.procurement@wfp.org). **File attachment should not exceed 10MB per email.**
  9. WFP will not consider incomplete or unsigned submissions. All responses and supporting documentation received will be treated as strictly confidential and will not be made available to the public.

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10. This request for EOI does not constitute a solicitation. WFP reserves the right to change or cancel this procurement process or any of its requirements at any time during the process; any such action will be communicated to all participants.
11. Should you have any questions please do not hesitate to contact us at [manila.procurement@wfp.org](mailto:manila.procurement@wfp.org).

Yours sincerely,

A handwritten signature in blue ink, which appears to read 'João Merêncio', is positioned above a horizontal line.

João Merêncio  
Head of Supply Chain  
Philippine Country Office  
The United Nations World Food Programme

A handwritten signature in blue ink, which appears to read 'Karyll', is located in the lower right area of the page.

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### **EOI RESPONSE FORM**

**TABLE I. WFP REQUIREMENTS**

<b>A. Company / Organization's competencies/ capacities</b>			
	<b>List of WFP requirements/evaluation criteria</b>	<b>Yes</b>	<b>Comments</b>
1	Acceptance of WFP Terms and Conditions <a href="https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/general_condition_goods_services.pdf">https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/general_condition_goods_services.pdf</a>	<input type="checkbox"/>	
2	Exclusion from United Nations Security Council Sanctions Lists;	<input type="checkbox"/>	
3	Has the capacity, capability and necessary licenses to fully meet or exceed the requirements and will be available to deliver throughout the relevant contract period;	<input type="checkbox"/>	
4	Conforms with bid validity of 60 days	<input type="checkbox"/>	
5	Have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings	<input type="checkbox"/>	
6	Payment Terms : within 30 days upon receipt of query free invoice	<input type="checkbox"/>	
7	With 3-5 years of experience in the industry vehicle customization	<input type="checkbox"/>	
8	Provision of after sales support and parts for the next 3 years	<input type="checkbox"/>	
9	International Companies should have local counterpart/representation in the Philippines for provision of after sales support	<input type="checkbox"/>	

**REQUEST FOR EXPRESSION OF INTEREST****TABLE II. SUPPLIER INFORMATION**

<b>B. Company / Organization's Background Information</b>			
1	Legal Name of Company/Organization:		
2	Full address:		
3	E-mail address:		
4	Website address:		
4	Telephone:	Fax:	
5	Contact person, title:	Tel./E-mail of contact person:	
6	Registration with UNGM	Yes <input type="checkbox"/> No <input type="checkbox"/>	UNG M No.
7	Type of Business	<input type="checkbox"/> Corporate/ Limited <input type="checkbox"/> Partnership <input type="checkbox"/> Other (specify):	
8	Goods / Services:		
9	Company/Organization Business Registration Number:	Date of Registration:	
10	Additional company/organization background information: [If applicable, insert not more than 100 words]		

**REQUEST FOR EXPRESSION OF INTEREST****TABLE III. SUPPLIER FINANCIAL STATUS**

<b>C. Company / Organization's Financial Status</b>	
<b>Item</b>	<b>Value PHP</b>
Gross Turnover [Insert year]	
Gross Turnover [Insert year]	
Gross Turnover [Insert year]	
<i>Maximum contract value in relation to which your Company can be engaged:</i>	
PHP 0 – 1,710,000	<input type="checkbox"/>
PHP 1,710,000 – 5,700,000	<input type="checkbox"/>
PHP 5,700,000 – 28,500,000	<input type="checkbox"/>
above PHP 28,500,000	<input type="checkbox"/>
Maximum "Bank Guarantee" amount available to the Company/Organization	
Last two years audited financial statements assessed within WFP's discretion are <u>attached</u> to prove the information stated above	<input type="checkbox"/>

**TABLE IV. SUPPLIER RELEVANT EXPERIENCE**

List at least 4 contracts in the last two years relevant to the supply of [Insert description of goods and/or services concerned].

<b>D. Company / Organization's Relevant Experience</b>				
<b>Commenced (Month / Year)</b>	<b>Completed (Month / Year)</b>	<b>Type of Contract</b>	<b>Total Value (PHP)</b>	<b>Client</b>

Provide CVs of senior staff (no more than three) [if applicable].

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### TABLE V. SIGNATORY & ORGANIZATION STAMP

E. Signatory	
Name of Company/Organization:	
Name of the authorized representative:	Signature:
Title:	Date: