



United Nations Support Mission in Libya
Mission d'appui des Nations Unies en Libye
بعثة الأمم المتحدة للدعم في ليبيا

**REQUEST FOR EXPRESSION OF INTEREST
(REOI)**

EOI/MIN/03/17

Provision of Travel Management Services for UNSMIL

Closing Date for Receipt of EOI: Friday, 12 January 2018

1. Requirement:

The United Nations Support Mission in Libya (UNSMIL) hereby solicit Expression of Interest (REOI) from qualified companies for the establishment of a local system Contract for the provision of Travel Management Services for UNSMIL. Interested service providers are encouraged to submit their expression of interest for consideration.

2. Conditions:

Interested service providers are invited to submit their EOI by email, courier or hand delivery as indicated below. The EOI must include, as a minimum, the following documentation/information:

- a) As a mandatory requirement for UNSMIL, before submitting their EOI response, interested Contractors are required to be fully registered as an authorized Travel Service Provider in the UN Global Marketplace (UNGM) using the link <https://www.ungm.org> at level one (1) of vendor registration or above.
- b) Proof that the interested service provider is registered for the particular requirement in UNGM under the specified UN Standard Products and Services Code.
- c) UNSMIL Procurement Section shall reject any EOI that does not contain the final UNGM vendor registration number under the specified UNSPSC as such submissions will be considered non-responsive.

3. Submission of Interest:

Interested service providers are invited to submit their EOI by email or hand delivery to the following: The EOI clearly marked "**Provision of Travel Management Services for UNSMIL EOI/MIN/03/17**", and must be received by UNSMIL no later than COB **Friday, 12 January 2018**, to the following addresses: E-mail address: procurement-unsmil@un.org. Delivery by hand to: Chief Procurement Officer, UNSMIL Residence Lakeside, Rue de l'île de Charrouin, Cite les Pins, aux Berges du Lac 2, Tunis 1053, Tunisia.

4. Important Notice:

This REOI does not constitute a solicitation. UNSMIL reserves the right to change or cancel the requirements at any time during the REOI and/or solicitation process. Thus, submitting a response to this REOI does not automatically guarantee that your company will be considered for receipt of the solicitation when issued.