



CTCN-UNON Webinar

# Introduction for CTC Network Members

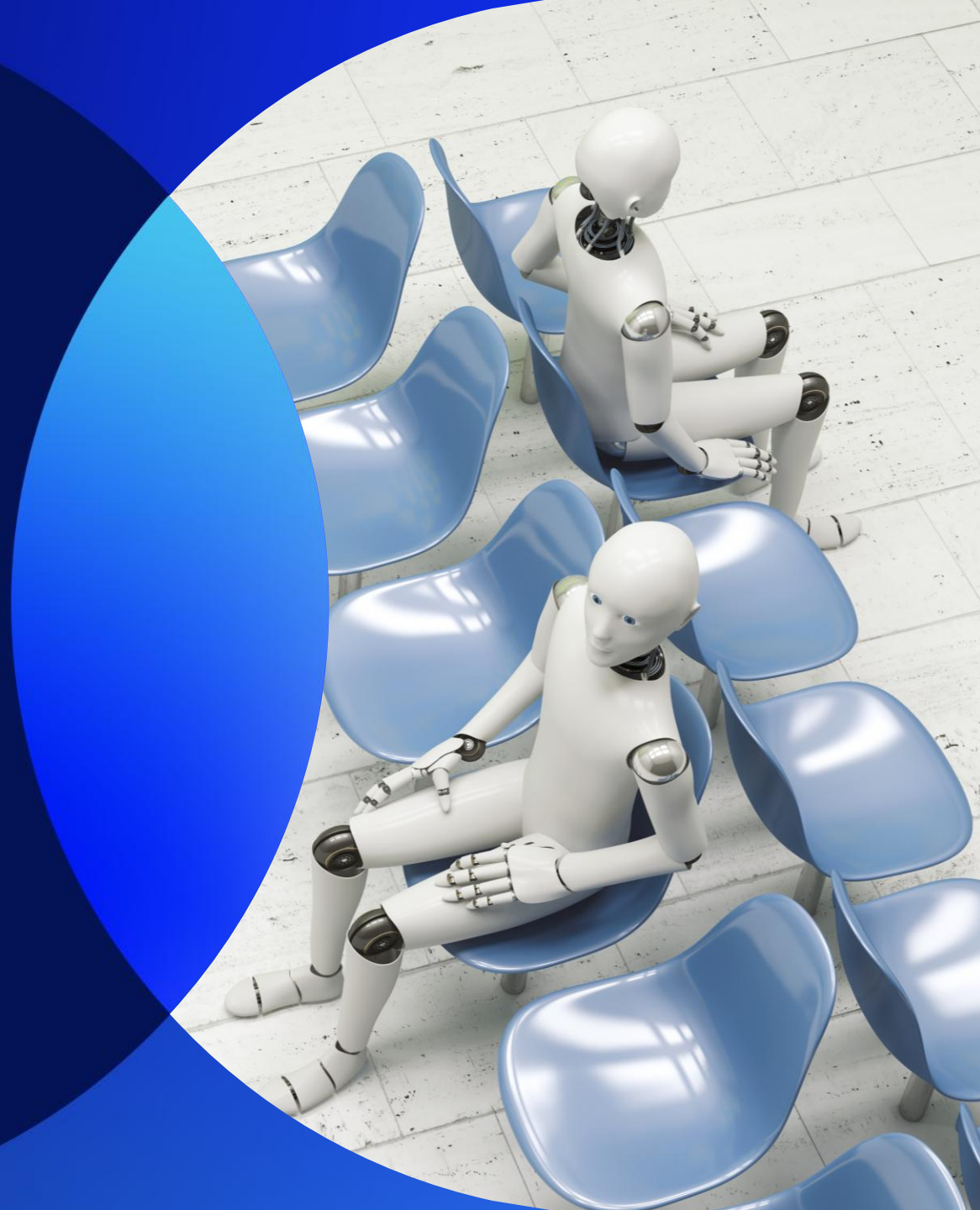
26th February 2026

14:00-15:30 CET



# Agenda

- Welcome Remarks
- About the CTC Network
- Procurement Process
- Q&A with Network Members
- Closing Remarks



# Welcome Remarks

**Dr. Stephen Minas**  
Chair, CTCN Advisory Board





# About the CTC Network

**Thanh Thanh Tranova**

Network Engagement Specialist, CTCN

# Welcome to the CTCN

## About CTCN

The Climate Technology Centre and Network (CTCN) is the implementation arm of the Technology Mechanism of the United Nations Framework Convention on Climate Change (UNFCCC), hosted by UNEP.

## Our Mission

CTCN operates on a demand-driven basis and responds to requests from developing countries for climate technology support and promotes the accelerated transfer and deployment of environmentally sound technologies for low-carbon, climate-resilient development.

We act as a catalytic partner for upstream policy and planning processes, while fostering innovation and enabling solutions for downstream implementation.

## What We Do

- Provide tailored technical assistance and policy advice
- Build and strengthen national capacity and expertise
- Facilitate knowledge sharing and learning across countries and regions
- Leverage a global network of technology institutions and companies

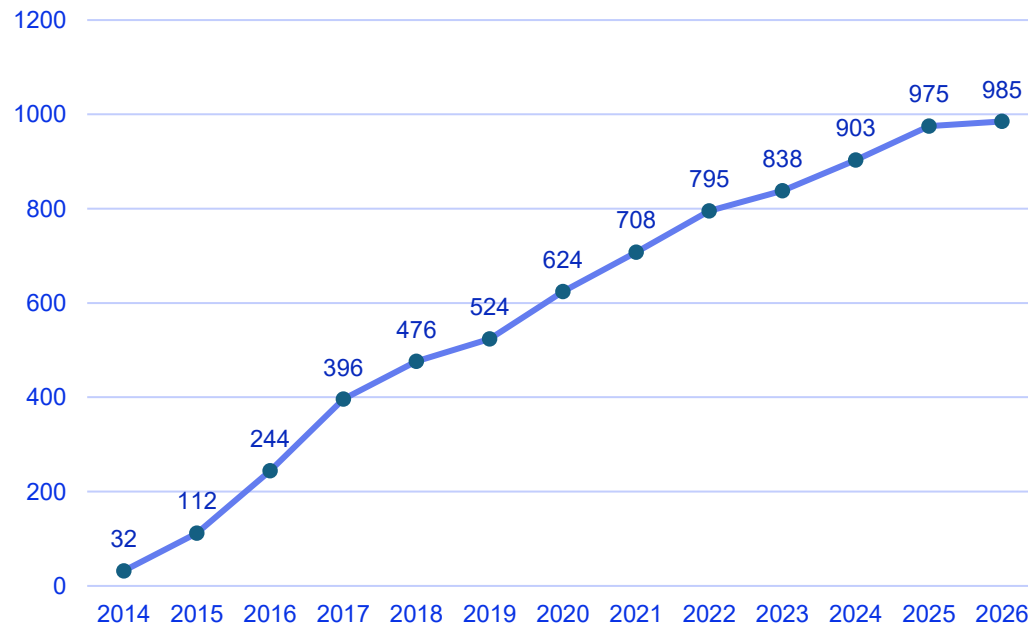
## Programme of Work (2023-2027)

- Scale transformational impact across core service areas
- Strengthen developing countries' capacity for adaptation and mitigation
- Accelerate the shift to climate resilience and emissions reduction



# Climate Technology Network (CTN) & its role in CTCN

- The CTN forms a **core pillar** enabling CTCN to deliver its mandates and follow Advisory Board guidance.
- The CTCN follows a **demand-driven approach**, responding to the needs of developing country Parties through their National Designated Entities (NDEs).
- Since fully operating, the CTN has steadily grown to **985 network members** as of February 2026.



## CTN role in CTCN Activities

Implementing **Technical Assistance (TA)** projects on national level

Key stakeholder for **Capacity Building (CB)** programmes on regional or global level

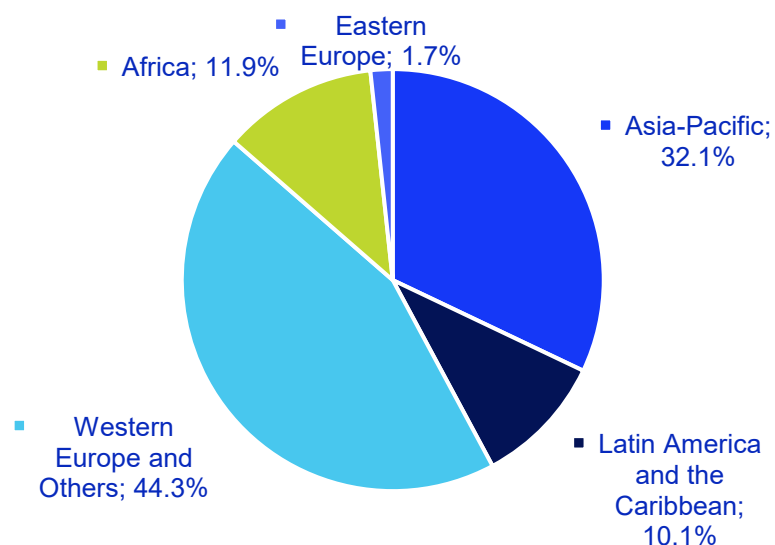
Key stakeholder for **Knowledge Sharing (KS)** initiatives

Supporting the CTCN in facilitating **technology transfer for developing countries**

- Distribution of Network members by Party classification**

Network by Parties	Number	Percentage
Annex I	450	45.7%
Non-Annex I	535	54.3%
<b>TOTAL</b>	<b>985</b>	<b>100.0%</b>

- Regional distribution of Network members**



- Distribution of Network members by type of organization**

Type of Organization	Counts	%
<b>Private sector organization</b>	534	54.2%
<b>Research and academic institution</b>	154	15.6%
<b>Non-governmental organization</b>	110	11.2%
<b>Not for profit organization</b>	79	8.0%
<b>Public sector organization</b>	49	5.0%
<b>Intergovernmental organization</b>	20	2.0%
<b>Other</b>	12	1.2%
<b>Partnership</b>	9	0.9%
<b>Initiative</b>	5	0.5%
<b>Financial institution</b>	5	0.5%
<b>Specialized agency</b>	3	0.3%
<b>Government/Ministry</b>	2	0.2%
<b>Local government</b>	1	0.1%
<b>Regional organization</b>	1	0.1%
<b>Total</b>	<b>985</b>	<b>100.0%</b>

# Thank you for Participating in Network Survey

The CTC Network survey 2025 was conducted between **20 April and 10 May 2025** and sent to **912 Network members**.

The results were presented at the 26th Advisory Board Meeting in September 2025.

The survey consisted of a total of **23 questions**. A total of **179 responses** were received (19.6% response rate).

Regionally, most responses came from Asia-Pacific (63) and Western Europe and Others Group (62), followed by Latin America and the Caribbean (26) and Africa (24).

Over half of respondents represented the private sector, followed by research institutions and NGOs. Most organizations are small or medium-sized enterprises, with limited representation from large corporations and conglomerates.

Question No.	Description
Q1–Q5	Basic information about the organization: Network reference number, country, type and size.
Q6–Q10	Engagements in technical assistance: past experience, future needs, gaps, and challenges
Q11–Q15	Engagements in capacity building: past experience, future needs, gaps, and challenges
Q16–Q20	Engagements in knowledge sharing: past experience, future needs, gaps, and challenges
Q21	Emerging engagement needs beyond the three key service areas
Q22	Suggestions for network engagement
Q23	Willingness to participate in an interview

All resources and recordings from AB26 can be found on CTCN Website:  
<https://www.ctc-n.org/whats-happening/events/26th-advisory-board-meeting>

## Bidding for Technical Assistance Projects

### Participate in bids to implement projects in developing countries

Members can participate in bidding process to implement CTCN technical assistance projects in developing countries, applying their expertise to deliver practical, on-the-ground solutions.

Network Members can view [Technical Assistance opportunities](#) open for Network Members' bidding on our website. They are all also posted on the UNGM Portal and shared via email once posted.

## Virtual Events and Matchmaking Opportunities

### Thematic Webinars

Network members can participate in or co-host thematic webinars to showcase expertise, exchange knowledge, and connect with a global audience of practitioners and stakeholders.

### Network Fairs at Regional NDE Forum

Members can join in person to engage directly with National Designated Entities (NDEs), present their services, and explore collaboration opportunities in a focused regional setting.

### Other engagements

Additional opportunities, including Voluntary Technology Talk, Co-creating Climate Solutions and potential events held alongside major international gatherings such as UNFCCC COP.

## Knowledge Sharing and Capacity Building Activities

### Publications and Knowledge Products

Members can collaborate with CTCN on joint publications and knowledge products that highlight practical experience, lessons learned, and innovative approaches.

### Showcasing Solutions

Members can present their technologies and tools on the CTCN website to increase visibility and connect with potential partners.

### Capacity Building Programme

Members can contribute as speakers or facilitators in regional capacity-building programmes, sharing expertise and supporting institutional and technical strengthening.

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# Technical Assistance Projects

# Examples of TA Projects and Implementing Partners

**Bangladesh** - Feasibility Research of Solar Electric-Based Cold Warehouse equipped with Low-temperature Latent Heat Material for Fruit Storage in Bangladesh Climate Conditions

**Implementing partner:** Korea Institute of Industrial Technology (KITECH)

**Nigeria** - Empowering communities of Kaduna State, located in the North-west Nigeria with sustainable agricultural practices (Em-Hydro) under EC Climate Change and Security Programme

**Implementing partner:** Green Habitat Initiative

**North Macedonia** - Wildfire Information System Enhancement Project in North Macedonia

**Implementing partner:** KARTERIS APOSTOLOS - KARTERIS MARINOS OE

**Peru** - Monitoring system of adaptation measures in the water sector, analysis of barriers and financial sustainability for its implementation

**Implementing partner:** Metroeconomica, S.L.

**Vietnam** - Feasibility study of Waste to Energy (Livestock Manure to Biogas and Organic Fertilizer) for rural communities in Vietnam, using anaerobic digestion technology

**Implementing partner:** ECOSIAN

**Tanzania** - Feasibility Study of Optimal Design Conditions for Biogas Plant for the Improvement of CH<sub>4</sub> Capture Efficiency

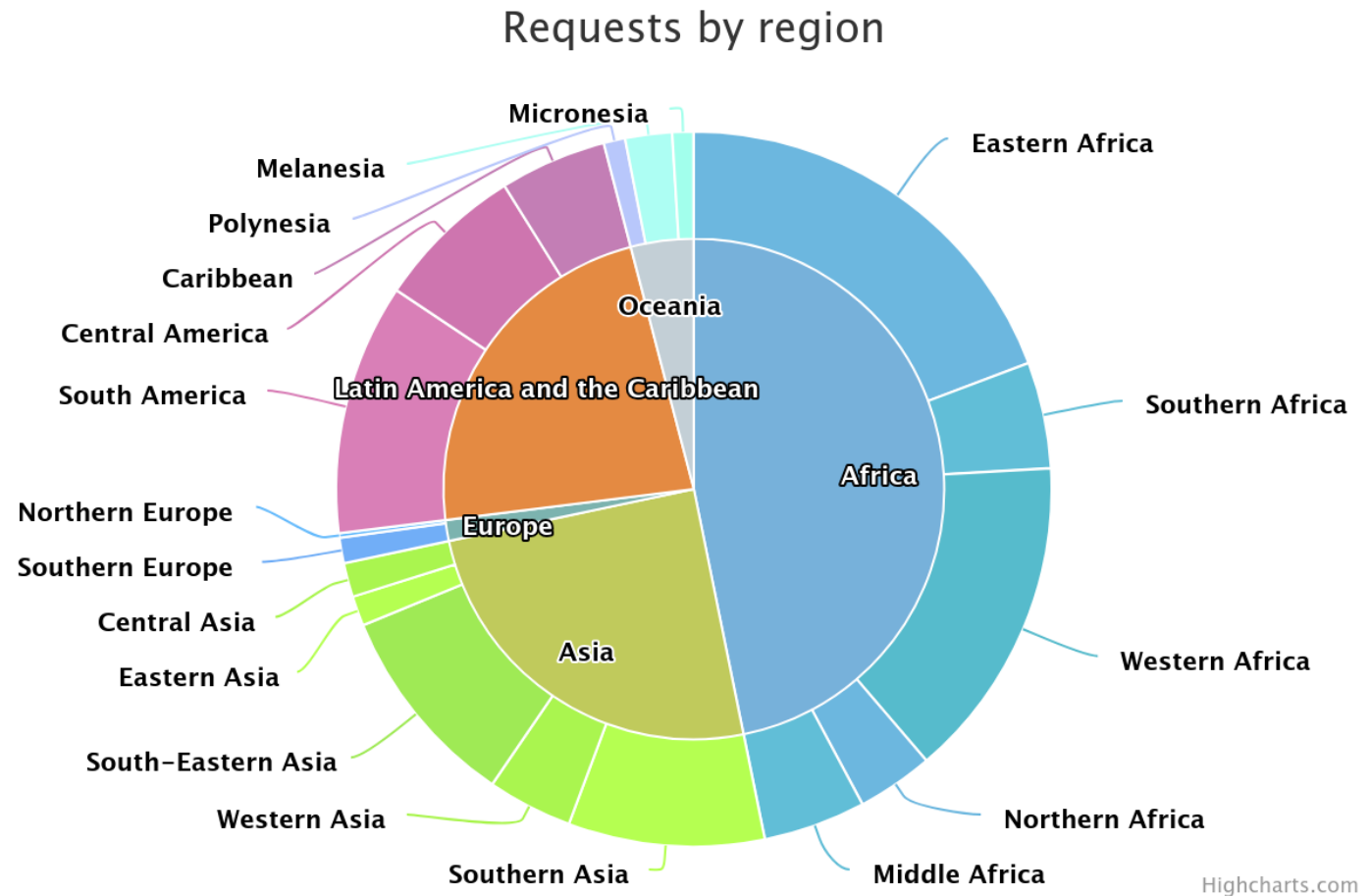
**Implementing partner:** Inha University Research and Business Foundation

**Suriname** - Enhance the resilience of Suriname's water supply system by modelling drought risks and developing a roadmap of prioritized alternatives for aquifer recharge.

**Implementing partner:** ILACO Suriname N.V.

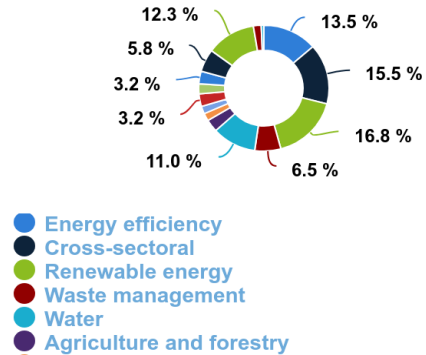
# Distribution of TA Requests by Regions since 2014

Since 2014, Africa accounts for the largest share of TA requests, followed by Asia and Latin America and the Caribbean. Europe and Oceania represent smaller proportions.

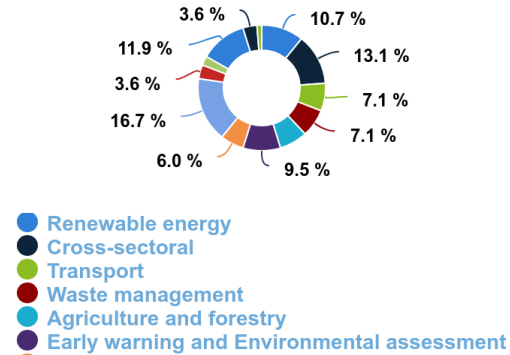


# TA Requests from Regions by Sector since 2014

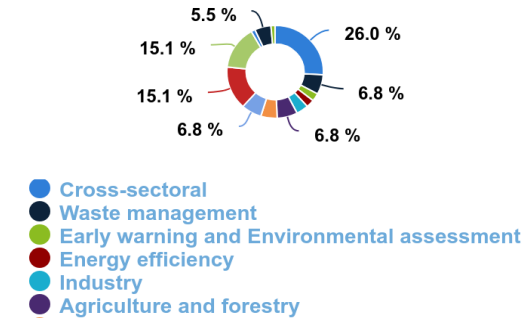
Distribution of requests from Africa by sector



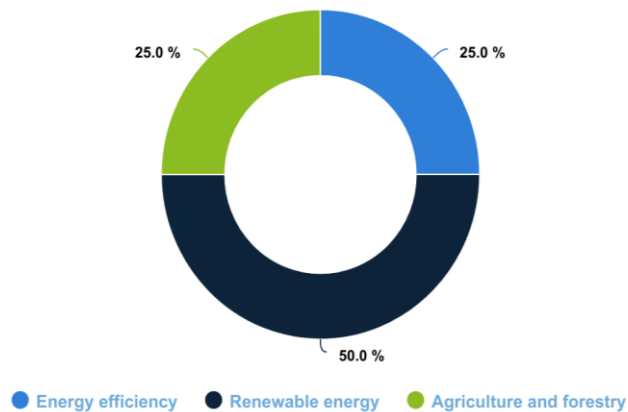
Distribution of requests from Asia by sector



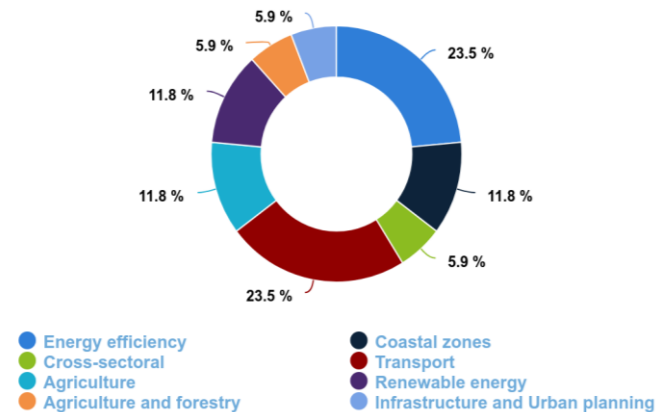
Distribution of requests from Latin America and the Caribbean by sector



Distribution of requests from Europe by sector



Distribution of request from Oceania by sector



Find more on CTCN website  
<https://www.ctc-n.org/technical-assistance>

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## Virtual Events and Matchmaking

# Examples of Recent Webinars

CTCN together with its network member **Blockchain & Climate Institute (BCI)** organized a series of six webinars on the topic of Emerging Technologies for Climate Policy Implementation **between November 2021 and January 2022**.



19 Nov 2021 - 19 Nov 2021

Webinar 1. Blockchain 101 and Governance (video recording)



26 Nov 2021 - 26 Nov 2021

Webinar 2. Transitioning to Clean Energy through Blockchain (recording available)



03 Dec 2021 - 03 Dec 2021

Webinar 3. Enhancing Adaptation Finance through Blockchain (recording available)



07 Jan 2022 - 07 Jan 2022

Webinar 4. Supporting Mitigation Finance through Blockchain (video recording available)



14 Jan 2022 - 14 Jan 2022

Webinar 5. Managing Carbon Emissions through Blockchain (recording available)



21 Jan 2022 - 21 Jan 2022

Webinar 6. Creating Sustainable Value Chains through Blockchain (video recording and presentations...)

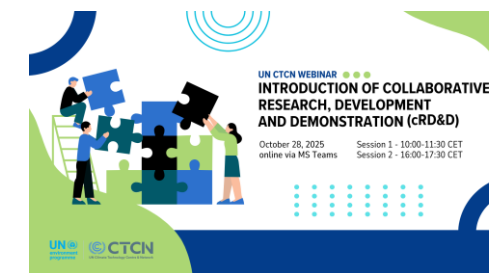
**22 May 2025**  
Becoming Climate Innovators  
by **CTCN, Youth4Capacity and Seedstars**



**3 June 2025**  
Scaling Up Implementation of CTCN TAs in Early Warning System for Flood and Drought Management  
by **CTCN, UNEP-DHI and GCF**



**28 October 2025**  
Introduction of Collaborative Research, Development and Demonstration (cRD&D)  
by **CTCN and NIGT**



# Upcoming Matchmaking Opportunities

Matchmaking refers to the **engagement between the CTC Network and National Designated Entities (NDEs)** to connect country needs with relevant expertise and solution providers.

## Network Fair

As part of newly introduced efforts under the Network Engagement Strategy, the NDE Forum will host its first-ever Network Fair, creating a more deliberate and visible platform for a selected group of Network members to engage onsite with National Designated Entities and strengthen sustained, meaningful interaction.

The Network Fair will become a curated matchmaking space where network members can showcase their solutions directly to NDEs in a structured and time-efficient setting.

This would allow the NDEs to explore available technology solutions aligned with their priorities, while enabling network members to gain visibility, feedback, and potential pathways for collaboration.

### Upcoming Network Fairs

- **25 March** at the Africa NDE Forum in Hammamet, Tunisia
- **20 May** at the LAC NDE Forum in San Ignacio, Belize – **open call to join!**

**Join Network Fair: Connect with LAC NDEs at the Latin America and the Caribbean NDE Forum on 20 May in San Ignacio, Belize**



**Express your interest to join Network Fair and engage with NDEs from LAC region onsite**

[!\[\]\(e088a60aba18ad7619b846dde34cd067\_img.jpg\) \*\*Network Fair Participation form - LAC NDE Forum 2026\*\*](#)

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# Knowledge Sharing and Capacity Building Activities

# Knowledge Products by Network Members



## Publication: GEI Technology Solutions 2025 (Green Hydrogen)

Building on CTCN's 2023–2024 overview of global green hydrogen strategies, in 2025 CTCN highlights practical solutions from our Network Member, the **Green Energy Institute** in Korea. These projects showcase real-world approaches and technologies that help scale green hydrogen deployment, moving from strategy to implementation.

Access the publication [here](#).



## Publication: Integrating AI into Climate Action: Enhancing Climate Technology Capacity In Asia-Pacific Countries 2025

This publication, developed by CTCN with the **National Institute of Green Technology**, highlights how artificial intelligence is advancing climate action across Asia-Pacific. Through the #AI4ClimateAction Initiative, it showcases national projects integrating AI into mitigation and adaptation strategies. The brief demonstrates AI's role in improving energy efficiency, forecasting extreme weather, and supporting climate goals, providing a practical resource for policymakers and stakeholders.

Access the publication [here](#).



## Publication: Green Technology Book – Solutions for confronting climate disasters 2025

CTCN continued its close partnership with **WIPO's** Green Technology Book. This 4th edition of the Green Technology Book looks at solutions for confronting climate disasters, highlighting how innovation is transforming disaster preparedness, response, and recovery.

Access the publication [here](#).

**Co-publishing  
opportunity!**

Be part of a joint  
publication on AI  
solutions across  
Africa.

If interested, reach out to  
Jeawon Kim at [jeawon.kim@un.org](mailto:jeawon.kim@un.org)

# Network Members at Capacity Building Programmes

In 2025, Capacity Building Programmes were hosted alongside some of the regional NDE Forums as the **Joint Programme: NDE Forum and Capacity Building.**

Moving forward, CTCN plans to organise the Joint Programme across its five regions – Latin America and the Caribbean (LAC), Africa, Asia, Eastern Europe and Small Island Developing States (SIDS).

## Network Members' engagement at Capacity Building Programmes in 2024 and 2025

**Presentation  
by Implementing Partner**  
at LAC Capacity Building  
Programme 2025

**Session: Climate Technology  
Partnerships and Private Sector  
involvement in climate action**

*Latest results from the Multi-  
country TA on Circular Economy  
Finance*

**BASE - CTCN Implementing  
Partner**

**Presentation  
by Network Member**  
at Africa Capacity Building  
Programme 2024

**Session: Introduction to AI4Climate  
Action**

*AI in a developing country  
context: Challenges and Opportunities*

**African Centre for Technology Studies  
(ACTS) - CTC Network Member**

**Pitch Presentations  
by Network Members**  
at Asia Capacity Building  
Programme 2025

**Session: Highlights on key  
technologies - Digital solutions by  
Korean Network members**

**DI Labs  
Integrated Watershed  
Management Institute  
Envelops  
ATE Tech**

**Network Member as a Co-host**  
at SIDS Joint Programme 2025

The SIDS NDE joint programme  
2025 was co-hosted by UN CTCN  
and network member **Griffith  
University.**

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## 2026 CTCN Overview

# Snapshot of CTCN Calendar 2026



**12-14 May**

Online workshop on strengthening all-of-society capacities for disaster risk and climate resilience (UNDRR, UNITAR, UNOPS)

**19-22 May**

2026 Joint Programme:  
LAC NDE Forum and Capacity Building, San Ignacio, Belize



**1-4 September**

Learning Visit – cRD&D on Energy Storage Systems (KIER, UNITAR)

**TBC**

CTCN 28th Advisory Board Meeting, Bonn, Germany



**26 February**

CTCN-UNON Webinar for Network Members



**8-18 June**

64th Sessions of the UNFCCC Subsidiary Bodies (SB64), Bonn, Germany

**June**

Online course on SROI and CBE for selected NDEs (5 weeks)



**TBC**

2026 Joint Programme:  
Eastern Europe NDE Forum and Capacity Building



**23-26 March**

2026 Joint Programme:  
Africa NDE Forum and Capacity Building, Hammamet, Tunisia



**6-10 July**

2026 Joint Programme:  
Asia NDE Forum and Capacity Building, Thailand

**15-17 July**

Learning Visit – cRD&D on Green hydrogen and Fuel Cell (KIST, KIER)



**9-20 November**

2026 UN Climate Change Conference (UNFCCC COP31), Antalya, Turkey



**17-22 April**

CTCN 27th Advisory Board Meeting, Incheon City, ROK



**TBC**

2026 Joint Programme:  
SIDS NDE Forum and Capacity Building, ROK

Get in touch  
with the  
CBNE team



**Woojin Han**

Senior Advisor and  
Climate Specialist,  
Capacity Building and  
Network Engagement  
Lead, CTCN



**Jeawon Kim**

Capacity Building and  
Network Engagement  
Specialist, CTCN

*(CB programme design,  
CB for Asia-Pacific,  
Eastern Europe and SIDS)*



**Thanh Thanh Tranova**

Network Engagement and  
Capacity Building,  
Specialist, CTCN

*(Network assessments,  
Network Fairs & Webinars,  
CB for Africa and LAC)*

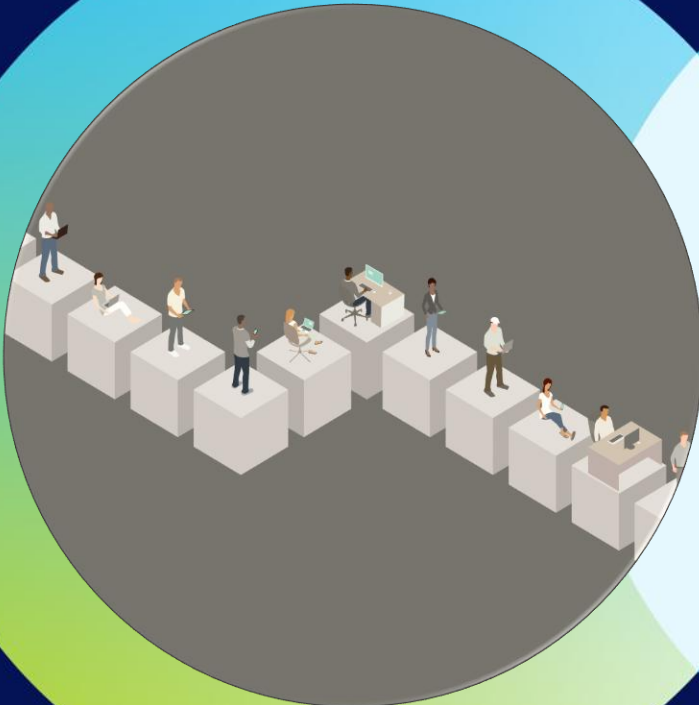
# Procurement Process

**Md. Zahedul Islam**

Procurement Officer, UNON

**Margaret Cheti**

Senior Procurement Assistant, UNON



# Agenda

- United Nations Global Marketplace (UNGM) Registration
- Request for Expression of Interest (REOI) Process
- The Bidding Platform: In-Tend



# **United Nations Global Marketplace (UNGM)**

# What is the United Nations Global Marketplace (UNGM)?

- Official procurement portal of the United Nations System
- Gives access to suppliers to 30 UN organizations; 10,000 UN staff
- Gives access to UN procurement opportunities and contract awards.
- 217,000 companies are registered.

# Why register on UNGM as a potential supplier?

- Required to participate in the UN procurement opportunities
- One common registration form for 30 UN organizations
- Suppliers' exposure to the UN tender opportunities

## Is the registration on UNGM free of charge?

**Yes** - registration is free of charge.

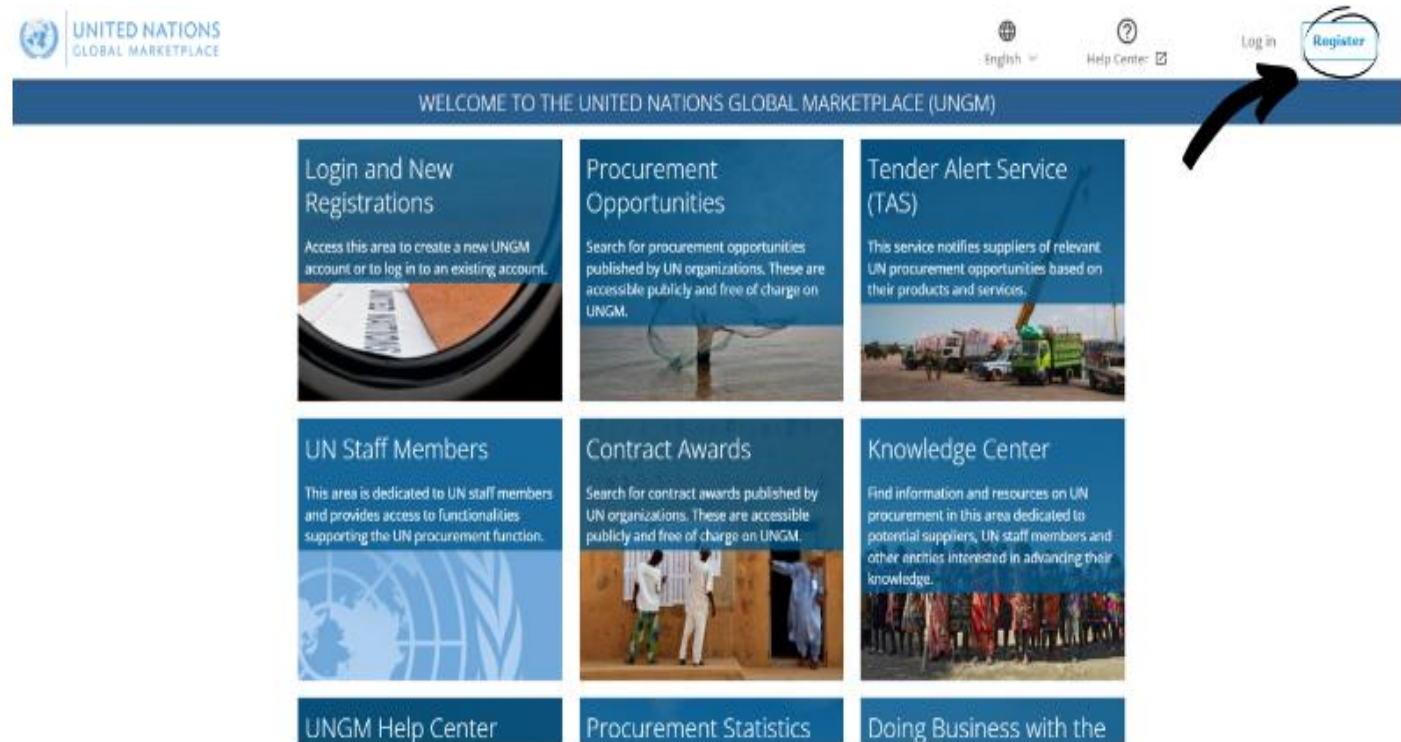
**Yes** - access to UN agency procurement opportunities

**No!!!** - the Tender Alert Service (TAS) - a subscription fee

# How to register as a supplier on UNGM?

To create an account on UNGM, please follow these steps:

1. Go to the [UNGM site](#). Suppliers are recommended to use Google Chrome as a web browser to navigate the UNGM site.
2. Click on Register.



# How to register as a supplier on UNGM?

3. Click on the Suppliers tile.

The screenshot displays the 'ACCOUNT CREATION' page of the United Nations Global Marketplace. The page features a navigation menu on the left with links to Home, Procurement Opportunities, Contract Awards, Tender Alert Service (TAS), Supplier Code of Conduct, United Nations Standard Products and Services Code (UNSPSC), Help Center, Knowledge Center, and UN Procurement Statistics. The main content area is titled 'ACCOUNT CREATION' and contains three blue tiles: 'Suppliers', 'United Nations Organizations', and 'Trade Promotion Organizations'. A black arrow points to the 'Suppliers' tile. Below the tiles is a white box with a blue information icon and text regarding personal data and registration terms. The footer includes the copyright notice '© 2022 - United Nations Global Marketplace • Terms and Conditions • UNGM Site Map' and a 'Help' button.

UNITED NATIONS  
GLOBAL MARKETPLACE

English Help Center Log In Register

ACCOUNT CREATION

Home  
Procurement Opportunities  
Contract Awards  
Tender Alert Service (TAS)  
Supplier Code of Conduct  
United Nations Standard Products and Services Code (UNSPSC)  
Help Center  
Knowledge Center  
UN Procurement Statistics

**Suppliers**  
Companies, Individual Consultants, Universities, Associations, and Non-Governmental Organizations that can provide products and/or services to United Nations organizations.

**United Nations Organizations**  
United Nations and other international organizations' staff members with valid and active United Nations' email addresses.

**Trade Promotion Organizations**  
Trade Missions, Chambers of Commerce, Non-commercial Entities, and Permanent Missions to the UN that facilitate trade and do not participate in procurement opportunities. \*Registration is subject to approval.

Personal data are constituted of any information relating to an identified or identifiable natural person, such as a name, an identification number, location data, or an online identifier. By submitting the Registration Form for the site you consent to the processing of the personal data it contains by UNGM and acknowledge that the personal information contained in the Form will be shared with the UN Affiliates.

Providing your business information to UNGM, which is accessible to all UN Affiliates, is considered an **active statement by yourself of your interest in having your company being represented in all relevant UN Affiliates' tenders** and being contacted by the Affiliates' Procurement Officials within this business context, or other business reasons.

If you want to learn more about our terms and conditions applicable to data protection please [click here](#). Should you have any requests for information, please contact us using the contact form in the [UNGM Help Center](#).

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# How to register as a supplier on UNGM?

## 4. Complete the required information.

- email address = account's username.
- supplier's name as it appears legal documentation.

The screenshot shows the 'SUPPLIER ACCOUNT CREATION' page on the United Nations Global Marketplace. The page is divided into three main sections: 'Supplier details', 'Director details', and 'User details'. The 'Supplier details' section includes fields for 'Supplier name \*', 'License number \*', and 'Country or territory \*'. The 'Director details' section includes fields for 'First name \*' and 'Last name \*'. The 'User details' section includes a checkbox for 'The director details in the previous step and the user details are the same.' and a field for 'Email address \*'. The page also features a navigation menu on the left, a header with the UNGM logo and language options, and a 'Register' button in the top right corner.

UNITED NATIONS  
GLOBAL MARKETPLACE

English Help Center Log in [Register](#)

### SUPPLIER ACCOUNT CREATION

Home  
Procurement Opportunities  
Contract Awards  
Tender Alert Service (TAS)  
Supplier Code of Conduct  
United Nations Standard Products and Services Code (UNSPSC)  
Help Center   
Knowledge Center  
UN Procurement Statistics

#### Supplier details

Supplier name \*

License number \*

Country or territory \*

#### Director details

First name \*

Last name \*

#### User details

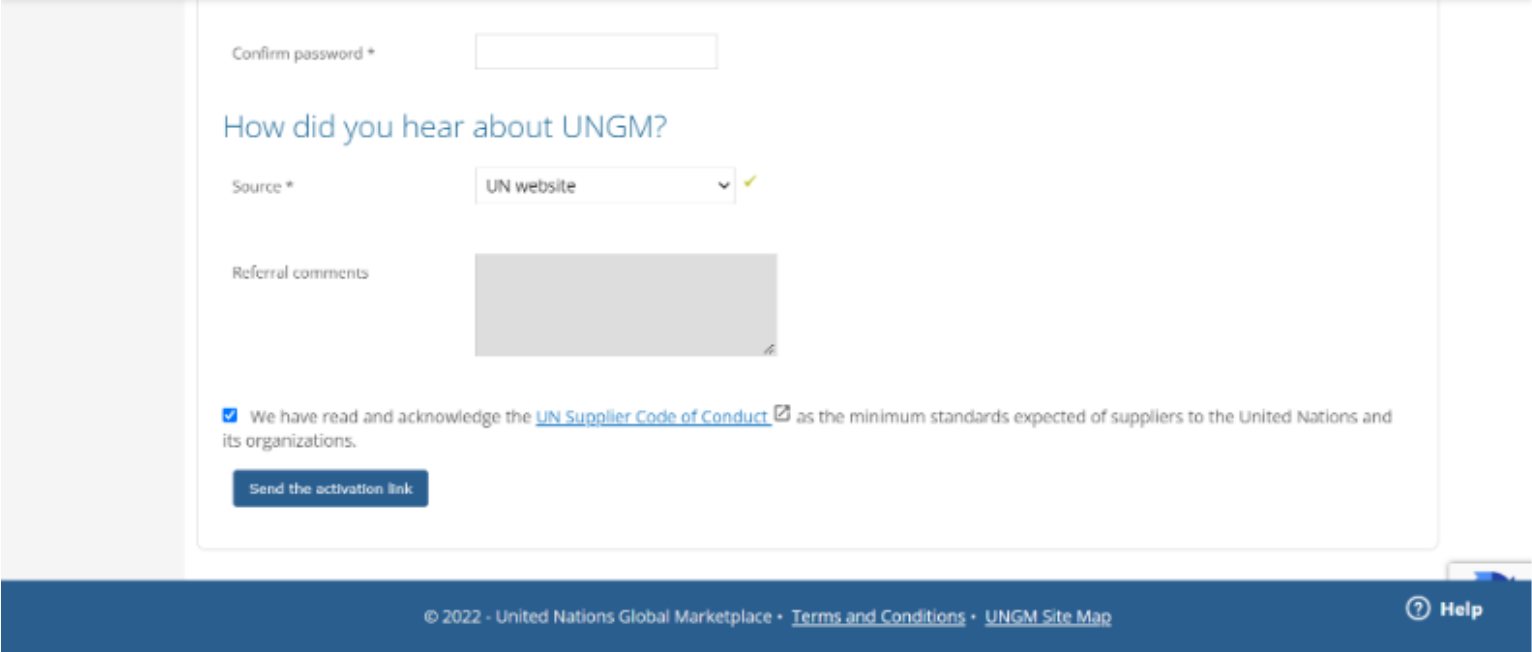
The director details in the previous step and the user details are the same.

Email address \*

[Help](#)

# How to register as a supplier on UNGM?

5. Download and read the [UN Supplier Code of Conduct](#).



Confirm password \*

How did you hear about UNGM?

Source \* UN website ✓

Referral comments

We have read and acknowledge the [UN Supplier Code of Conduct](#) as the minimum standards expected of suppliers to the United Nations and its organizations.

Send the activation link

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# How to register as a supplier on UNGM?

6. Click on **Send the activation link.**

Confirm password \*

How did you hear about UNGM?

Source \*

Referral comments

We have read and acknowledge the [UN Supplier Code of Conduct](#) as the minimum standards expected of suppliers to the United Nations and its organizations.

[Send the activation link](#)

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**ACTIVATE YOUR ACCOUNT**

To access all the functionalities of the Global Marketplace, your account needs to be activated.

**MY UNGM REGISTRATION**

1 Account created    2 Account activated    3 Registration started    4 Registration completed but not submitted    ✓ Registration submitted

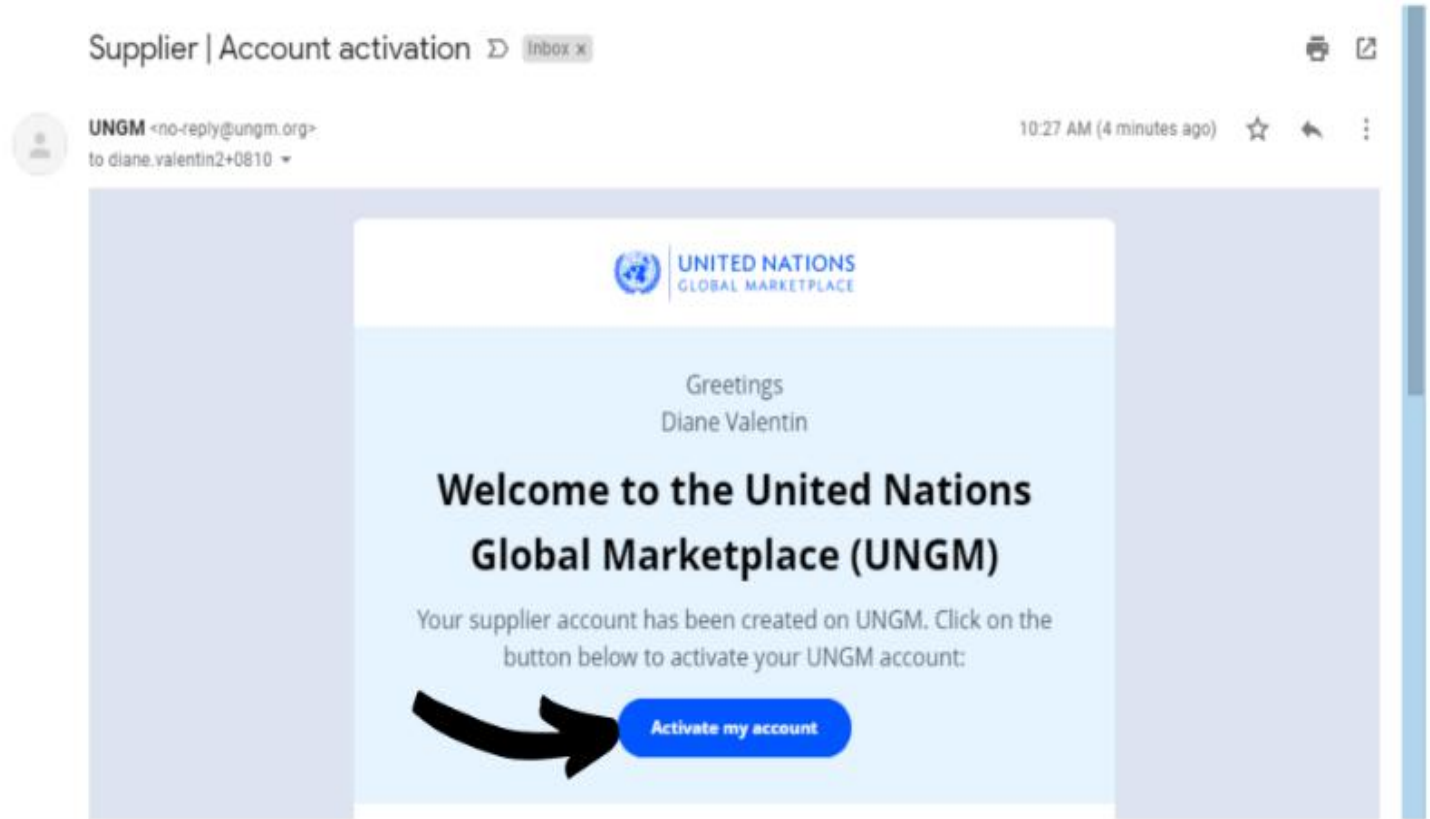
**Please activate your account**

Click the link in the email we sent to [redacted] to activate your account.  
Make sure to check your spam folder. The sender is no-reply@ungm.org

[Change my email address](#)    [Resend activation link](#)

# How to register as a supplier on UNGM?

7. Access the email Supplier | Account activation in your inbox.



# How to register as a supplier on UNGM?

8. Once the account is activated, click on Complete the registration to proceed with the registration at the Basic level/ Level 1/2.

The screenshot displays the UNGM registration interface. At the top, a blue banner reads "ACCOUNT ACTIVATED". Below this, a progress bar titled "MY UNGM REGISTRATION" shows five steps: 1. Account created, 2. Account activated (highlighted with a green line), 3. Registration started, 4. Registration completed but not submitted, and 5. Registration submitted (marked with a checkmark). A blue button labeled "> Complete the registration" is positioned below the progress bar, with a large black arrow pointing to it. The left sidebar contains navigation links such as Home, Procurement Opportunities, Contract Awards, Tender Alert Service (TAS), Supplier Code of Conduct, United Nations Standard Products and Services Code (UNSPSC), Help Center, Knowledge Center, UN Procurement Statistics, and a Supplier Section with links to Dashboard, Settings, Registration at Basic Level, and My Documents.

For information and guidance on how to register in UNGM (Help Center):

<https://www.ungm.org/Public/Pages/RegistrationProcess>

[Email: registry@ungm.org](mailto:registry@ungm.org)

# What is the registration process on UNGM?

## Basic level

Mandatory level

Requirements: :

- Acknowledgment of the UN Supplier Code of Conduct.
- Information about the supplier
- Classification of goods / services
- Completion of the Declaration of eligibility.

## Level 1

**Estimated Contract Award US\$ 150,000  
and up to US\$ 500,000**

Requirements:

- registration at the Basic level.
- Certificate of incorporation or equivalent
- three independent and non-affiliated references contacts only
- Name of owners and principals and intermediaries, agents and/or consultants, (if any)

## Level 2

**Estimated Contract Award over US  
\$500,000**

Requirements:

- registration at the Basic level and Level 1.
- established for a minimum of 3 years
- three independent and non-affiliated Reference letters
- Financial documents for the last three years.

# UNGM – HOME

## Business Opportunities / Tender notices

WELCOME TO THE UNGM

The navigation grid consists of the following tiles:

- Registration**: Image of a road winding through a desert landscape.
- Business Opportunities**: Image of a person holding a fishing net in the ocean.
- Tender Alert Service**: Image of a construction site with a crane.
- Contract Awards**: Image of people looking at a notice board on a wall.
- Knowledge Center**: Image of a group of people in traditional attire.
- About UNGM**: Image of a white UN helicopter.
- UN Procurement Statistics**: Image of a person carrying a bundle of hay in a field.
- Doing Business with the UN Agencies**: Image of the UN flag flying against a cloudy sky.

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- Home
- [Tender notices](#)
- Contract awards
- Tender Alert Service
- Code of conduct
- UNSPSC
- Help Center
- Knowledge center
- UN Procurement Statistics

# Vendor Sanctions

UNGM automatically compares the details of suppliers registering on UNGM with the details of companies or individuals on the following lists:

- - [United Nations Security Council Consolidated List \(CUNSCSL\)](#)
- - [World Bank's Listing of Ineligible Firms & Individuals](#)
- - [World Bank's list of Non-Responsible Vendors](#)
- - Lists of sanctioned or suspended suppliers maintained by UN organizations
- - Other lists relevant to the UN organisations.

**Sanction** Red: Ineligibility for debarment or ineligible for registration.

**Censure** Orange: Censure. It does not imply that a supplier is ineligible for business with UN organizations, but procurers should take note and proceed with caution.

**Performance** Purple: Supplier performance issues.

**Potential** Ocre: Potential match with an ineligible supplier.

# Request for Expression of Interest (REOI)

- REOIs are accessible to UNGM-registered vendors only.
- REOI is not an invitation for submission of tenders.
- Its purpose is to identify companies that would be interested and eligible to participate in the solicitation (Request for Proposal or “RFP”) when issued.
- Published in the UNGM and UNPD websites for a minimum of 10 days. However, the practice is to post the REOI for 2-3 weeks to allow interested companies enough time to express their interest.
- Not all who submit EOIs are invited, e.g., sole proprietorship companies are excluded.
- Your EOI and participation in the subsequent RFP are subject to the condition that you submit your completed application for CTCN membership before the proposal submission closing date.
- The contract award – should your proposal be selected – is conditional on your application for CTCN network membership being approved by CTCN management.
- May often include preliminary self-assessment screening criteria.
- No documentation submission requirement at the REOI stage.

# Ten tips to win a tender

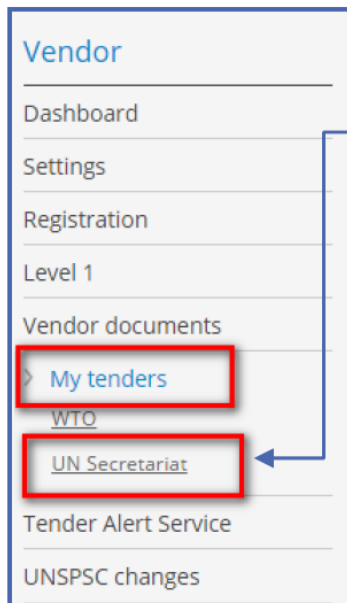
<p><b>1. Register at the United Nations Global Marketplace</b> Registration at the right level is mandatory to do business with the UN</p>	<p><b>6. Be precise while maximizing your competitive advantage</b> A catalogue/marketing pitch may not be a winning approach. Customize your response. Tell us anything of value that you bring to the table. We will assess you based on what you submit.</p>
<p><b>2. Keep abreast of Request for Expressions of Interest</b> REOI's are published in UNGM</p>	<p><b>7. Study the terms</b> General Terms and Conditions are mostly non-negotiable. Read and understand them before bidding</p>
<p><b>3. Know the winning strategy for each solicitation</b> RFP's: exceed expectations in the technical response while keeping a low cost (qualified, most responsive)  ITB's: deliver according to the requirement without over-specifying (technically compliant, lowest cost)</p>	<p><b>8. Respect submission guidelines &amp; deadline</b> Make sure your proposal is submitted on time. Beware of the two-envelope system (Technical and Financial Placeholders). Follow at all times the instructions of the RFP with regard to communication with UN officers.</p>
<p><b>4. Select the right tender</b> Bid on business you believe in and where you can add the right value and can meet all the mandatory requirements</p>	<p><b>9. Ask for a debrief</b> If you did not receive the award, ask for a debrief (for awards above US\$200K). Find out what the strengths and the weaknesses of your proposal were to do better next time</p>
<p><b>5. Identify the evaluation criteria</b> Know what the UN is looking for in your proposal, and how it will be assessed</p>	<p><b>10. Persevere</b> Nobody finds the magic formula the first time. Bidding is about persistence</p>

# Bidding Platform (UNGM/In-Tend)

## E-tendering Manual for Bidders

### ► 1. View Tender Documents

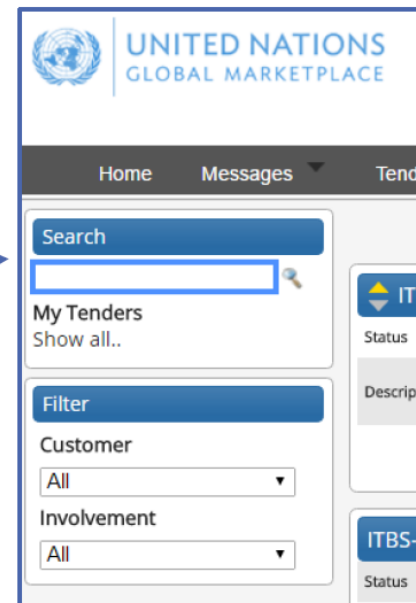
UN Secretariat bidders that have been invited to an e-tendering solicitation will be notified via a system-generated e-mail message sent from [unpd@in-tendorganiser.co.uk](mailto:unpd@in-tendorganiser.co.uk), which provides a link to UNGM. Please log in to your UNGM account (<http://www.ungm.org>).



**Step 1.** Click My tenders on the left side. Then Click UN Secretariat under My tenders.

**Step 2.** Run a Search on the left of the page. Put the reference number (e.g. 3400005599). Then you will find the appropriate Tender. Click on the Tender.

**Step 3.** Select the **second tab** on the top. Scroll down, and you will find the tender documents attached.



# In-Tend - Bidding Platform (continued...)

Tender: UNOG-ITBS-340005599/JMO - Provision of Multi-Functional Network Printer Services and Related Accessories

Correspondence | Clarifications | History

### How To Attach & Submit Documents

1. If any mandatory documents have been requested, they will be shown in the **My Tender Return** section against a **Red** button.
2. If a Questionnaire is required to be completed, it will be shown in **Red** and marked **Not Started** in the **My Tender Return** section. It is mandatory that any Questionnaire's must be completed.
3. To attach additional documents you wish to submit as part of your tender return, click the **Attach Documents** button under the **My Tender Return** section (if available). These will then appear in the **My Tender Return** section.

NOTE : Large files may take some time to upload.

4. When you have completed all the above steps and are ready to submit your tender return, click the red **Submit Return** at the bottom of this page.

Server Time : 28 Jun 2017 12:07:09 | Due Date : 07 Jul 2017 15:00:00 | Time Remaining : 1 Week 2 Days 2 Hours 52 Minutes 52 Seconds

### Tender Details

Stage Name	UNOG-ITBS-340005599/JMO - Provision of Multi-Functional Network Printer Services and Related Accessories
Locked Until	07 July 2017
Closing Date	07 July 2017
Project Title	UNOG-ITBS-340005599/JMO - Provision of Multi-Functional Network Printer Services and Related Accessories
Project Description	Provision of Multi-Functional Network Printer Services and Related Accessories

You could [View](#) or [Download](#) the tender documents here.

Tender Documents Received - Main	Description	Options
	Table 1 - MFP Hardware Specifications V05 19 May 2017.xls	<input type="button" value="View"/> <input type="button" value="Download"/>
	Table 2 - MFP Services Specifications V8 19 May 2017.xlsx	<input type="button" value="View"/> <input type="button" value="Download"/>
	Table 3 - MFP Detailed Pricing Table V.06 19 May 2017 .xls	<input type="button" value="View"/> <input type="button" value="Download"/>

## ► 2. Submit a Return

To inform us of your decision to participate and to submit a response, you will be required to click Opt In. At the same page, under the tender documents, please click on [Opt In](#).



# In-Tend - Bidding Platform (continued...)

## E-tendering Manual for Bidders

### ▶ 2. Submit a Return

Description	Options
Please upload the completed ANNEX G -BOQ Structural and Architectural Surveys here.	<a href="#">Upload Document</a>
Please upload the completed ANNEX H -BOQ MEP Surveys here.	<a href="#">Upload Document</a>
Please upload your Technical offer documents here. Zip file is allowed in case you need to upload more than one document.	<a href="#">Upload Document</a>

Select documents you wish to add to the **My Tender Return** section above using the **Attach Documents** button below.

NOTE : Large files can take some time to upload.


holders have been uploaded by the Procurement Department. Please upload a document for each mandatory placeholder before making a return.

[Attach Documents](#)



When you have completed all the above steps and are ready to submit your tender return, click the **Submit Return** button.

Note: You can make one or more returns on this stage. Your last return will supersede any previous returns.

[Submit Return](#)



Please upload your returns according the indication of each placeholder. You could also upload non-placeholder documents by **Attach Documents** button as long as it complies with the instructions stipulated in the solicitation. Once all the returned documents are uploaded, click **Submit Return**.



# In-Tend - Bidding Platform (continued...)

## ▶ 3. Send a Correspondence



Tender Management

Home Messages Tenders UNGM Help Logout Login

Your return has not yet been sent

Tender UNOG-ITBS-3400005599/JMO - Provision of Multi-Functional Network Printer Services and Related Accessories Correspondence Clarifications History

Please note : The correspondence area is only to be used for tender based queries, please see the help section for the details.

Received  
Sent  
Unread  
Read  
Show all..

Filter  
Stage  
None

Options  
Create Correspondence

The Correspondence Tab is only for tender based queries. Please be advised that sending offers via Correspondence may disqualify your submission.  
To create a Correspondence, select the button "Create Correspondence" on the left.

... may disqualify your submission!  
... submit your offer.

## ▶ 4. View the Clarification

599/JMO - Provision of Multi-Functional Network Printer Services and Related Accessories Correspondence Clarifications

Added	Title
21 June 2017	Clarification No. 1
23 June 2017	Clarification No. 2
27 June 2017	Clarification No. 3

Clarification Attachments

Name: Clarification No. 1

Description: Dear Sir or Madam,  
Please find attached responses to bidders questions. Please note that there are two attachments, Attachment 1 containing questions.

If you receive an email regarding the update of the Clarification of one project, please click on the **Clarifications** Tab on the top of the screen to view the tender Clarifications. Click **Attachments** Tab to download the documents attached.



# Q&A



# Closing Remarks

**Ariesta Ningrum**  
Director, CTCN



Supported by:

