

# **Notice for Open Tender**

## **Request for Proposal (RFP)**

**Cities Alliance, UNOPS**  
**Communication & Advocacy Services – Promoting the**  
**Urban Agenda in the Post 2015/SDG Process towards**  
**Habitat III**

Reference #: **GPSO/CA/RFP/CommAdvocacyH3/2014**

## Notice for Open Tender

### **Communication and Advocacy Services: Promoting the Urban Agenda in the Post 2015/SDG process towards Habitat III**

**Beneficiary country:** Multiple/All

**Reference number:** GPSO/CA/RFP/CommAdvocacyH3/2014

**Description:** The United Nations Office for Project Services (UNOPS) is seeking qualified offers for the above-mentioned Communication and Advocacy services (described further in the attached RFP solicitation document).

**UNSPSC code:** 80170000

**Deadline date submission of bids:** on or before 4 May 2014, 11:45 pm Central European Time

**Posting date:** 2 April 2014

---

The United Nations Office for Project Services (UNOPS) now invites sealed bids from bidders for communication and advocacy services: promoting the urban agenda in the Post 2015/SDG process towards Habitat III.

Interested suppliers may obtain a complete set of pre-qualification documents in the English language by clicking the "View Documents" in the "Related Link" column or by contacting the below mentioned contact person.

Please be advised that UNOPS reserves the right to amend the solicitation documents at any time. Any amendments or clarifications will be posted under the "view documents" of the concerned case file on the "[Current business opportunities](#)" on [www.unops.org](http://www.unops.org), and we kindly ask you to check the site before submitting your proposal.

#### **Manner of submission:**

Bids must be received by UNOPS to the e-mail specified below on or before 11:45pm at Brussels (Central European) time.

Your proposal shall be submitted in pdf format to the below-mentioned email. Your proposal shall be submitted with clearly marked attachments (distinguishing Technical from Financial Proposal) titled as follows "CompanyName\_documenttitle\_submissiondate"). Please ensure that the email is delivered or that you do not receive an email rejection notice. Bids sent to any other e-mail address will be declared invalid.

Please note that no remuneration will be made to bidders for preparation and submission of bids.

#### **UNOPS Contact Information:**

Email to send proposals (and queries): **CAbids@unops.org**  
Attn: Mr. Rene Hohmann, Senior Urban Specialist, Cities Alliance, UNOPS

For companies not registered with the **UN Global Marketplace (UNGM)** it is mandatory to do so in order to be able to do business with UNOPS. The UN Global marketplace is a database of active and potential suppliers available to all UN and World Bank procurement personnel, and is the main supplier database of more than 20 UN organizations. To register go to [www.ungm.org](http://www.ungm.org), click on "REGISTER NOW" or on Registration drop down and select "Register as Supplier".



UNOPS Headquarters  
Marmorvej 51  
P.O. Box 2695  
2100 Copenhagen  
Denmark

Tel: +45 45 33 75 00  
Fax: +45 45 33 75 01