



United Nations Peacekeeping Force in Cyprus UNFICYP

Vendor Outreach Business Seminar 29 May 2017

1. The United Nations Peacekeeping Force in Cyprus (UNFICYP) is conducting a vendor outreach business seminar to be held at Hilton Park Hotel, Nicosia, Cyprus on Monday, 29 May 2017. The seminar is being conducted to identify companies interested in doing business with the United Nations.

2. The seminar will provide companies with information on the goods and services purchased by UNFICYP, including the types of tenders and a walkthrough on preparation of bids / proposals and guidance on how to register and become a potential vendor with the United Nations.

3. UNFICYP's frequently purchased commodities are listed below:

- Electronic components and supplies
- Office equipment supplies
- Sports and recreational equipment
- Domestic appliances and supplies
- Catering equipment
- Firefighting equipment and personal protection equipment
- Building and construction supplies
- Insurance services
- Vehicle and plant equipment maintenance and repair
- Fire protection system including maintenance and repair
- Lease of Vehicles
- Waste Management Services
- Travel Management Services
- Catering Services
- Cleaning Services
- Laundry and Dry Cleaning Services
- Installation of Closed Circuit Television (CCTV) systems including maintenance and repair

4. Companies, which are interested to participate in the seminar are requested to provide UNFICYP with the following information either via fax +357-22-614493 / 601-4493 or email at unficyp-procurement@un.org no later than Friday, 05 May 2017:

- Supplier's name
- Goods/Services being offered
- Name of supplier's representative
- Telephone and Fax numbers
- Email address
- Website
- Number of employees
- Years in business
- Registered in the United Nations Global Marketplace. If yes, please provide UNGM Number.