

9th EU UN-Procurement Seminar

23-24-25 April, 2012



Bohemian National Hall, New York City

The UN purchases over \$13 billion in goods and services annually
Understand how your company can do business with the UN!

WHAT TO EXPECT?

Companies interested in learning how to do business with the UN will gain an understanding of where to find procurement notices, how the tender process works, and the type of products that the participating UN organizations procure. Various interactive workshops will help companies understand how their products and services can best be promoted to the UN. The 1-on-1 meetings will then provide opportunities for them to meet individually with UN organizations.

HIGHLIGHTS

- **Supported** by several UN-procurement organizations & EU-missions in New York.
- Presentations offering an overview of the largest UN organizations, their procurement procedures and activities.
- **Theme-Specific Workshops** selected and moderated by UN-staff focusing on specific industries.
- Meet the UN-buyers and decision makers in **1-on-1 meetings**.
- Participation from: **UN/PD, UNOPS, UNICEF, UNDP, UNHCR, WFP, UNRWA, UNIDO, UNGM, UNESCO, IADB, Clinton Foundation**
- Excellent **B2B network opportunities** with 130 other EU companies.

Program Outline

April 23

Breakfast

Presentations:

- Overview of the United Nations

Lunch

Presentations:

- Legal Aspects of UN Procurement
- The Tender Process

Workshops:

- Consultancy
- ICT
- Engineering

1-on-1 meetings all afternoon

9th EU-UN Network Reception

April 24

Breakfast

Theme Specific Workshops:

- Vendor Registration
- Trading Places with the UN
- Live UN/PD Registration

Presentations:

- Multilateral Development Bank: IADB

Lunch

- Multilateral Development Bank: World Bank

Workshops:

- UN Procurement Trends
- Procurement in the 21st Century

Informal Network Reception

April 25

1-on-1 meetings all morning

Haiti Special Workshops and presentations on the reconstruction and development of Haiti.

Presentation: Response to humanitarian crises

REGISTRATION

Visit www.eupf.org for more information and registration. Registration starts on January 16th 15.00CET.

Fee: \$850 For the first representative**
\$750 For the second and government representatives.

* UN Organizations have been invited for the upcoming Seminar. Based on previous years, participation is anticipated, but not guaranteed.

** There is a maximum of two representatives per company. Translators need to register as a second representative.

Program

April 23

Registration and Breakfast

Announcements & Welcome by the President of the European Procurement Forum, followed by the Delegation of the EU to the UN & the UN Department of Management.

Presentation: Overview of the United Nations

The first session of the EU UN-Procurement Seminar consists of general presentations to introduce the participating UN organizations, their mandate and the goods and services that they procure. Participating UN organizations: UN Procurement Division (UN/PD), United Nations Development Program (UNDP), World Food Program (WFP), United Nations Children's Fund (UNICEF), United Nations Office for Project Services (UNOPS), United Nations High Commission on Refugees (UNHCR), United Nations Relief Works Agency (UNRWA), and United Nations Industrial Development Organization (UNIDO).

Lunch

Presentation: Legal Aspects of UN-Procurement

The UN is a sovereign organization. This presentation discusses the legal aspects of doing business with the UN organizations and programs and how it may affect the procurement process and contracts with the private sector.

Presentation: Tender process

This presentation gives an overview of the tender process. Where to locate advertisements for bid opportunities, and how to bid on UN contracts for goods, works and consulting services.

Workshop: Consultancy

In this workshop companies will be informed about business opportunities for consultants and professional services with the participating UN Organizations and learn how they can market their services to these UN organizations.

Workshop: ICT (Tele-) Communications & Software

Telecommunication and Information Communication Technology are a key recourse to facilitate communication between the geographically extended UN organizations and offices. It offers major procurement opportunities for companies providing these goods and services. In this workshop several UN organizations will provide an overview of their specific needs and requirements.

Workshop: Engineering

Engineering: Construction, Water, Environmental technology, Energy, Prefab, Waste, Consultancy: In this workshop companies will be informed about business opportunities for consultants and professional services with the participating UN Organizations and learn how they can market their services to these UN organizations.

Evening

9th EUPF Networking Reception.

April 24

Breakfast

Presentation: Vendor Registration

Registration as a vendor with UNGM and specific UN organizations is required in order to do business with the UN. Correct registration with accurate information will also enable the UN to contact your company for business opportunities from the vendor databases that are kept by the UN. This presentation gives a detailed look into the registration process for various vendor databases used by the UN-organizations. It provides an overview of registration procedures, disclosure of company information, and other requirements.

Workshop: Trading places, an hour in the UN's shoes

This interactive workshop is held by staff members of UN/PD. UN/PD does, amongst others, the procurement for Headquarters and Peacekeeping missions based on the requirements provided by the Department of Field Support. UN/PD will prepare in writing a number of realistic procurement cases with questions for the companies, where companies will need to choose how they would have made the procurement decision. EUPF will distribute the questions in advance so companies will have a chance to prepare. The cases are examples of field procurement relating to goods.

Live UN/PD Registration advice and support

UN staff will assist you with specific questions that you might have regarding the registration with UN/PD and UNGM. You can bring your laptop and login to your UNGM account. Internet is available.

Program Continued

Presentation: Multilateral Investment Bank: Inter American Development Bank

Lunch

Presentation: Multilateral Investment Bank: World Bank

During this workshop a World Bank staff member will give a general overview of the World Bank Group and procurement under World Bank financed projects.

Presentation: UN and Procurement Trends

UNOPS– UN Office for Project Services: During this presentation and ongoing developments within UN procurement will be discussed.

Presentation: Procurement in the 21st Century

Evening

Informal networking reception.

April 25

Breakfast

Workshop: UN Response to humanitarian crises

Various UN organizations each have their own responsibility in the case of a humanitarian crisis. This workshop focuses on who does what in various situations and how it effects the procurement of each UN Organization. The workshop also provides an overview of the specific procurement rules and standards for emergency procurement, and an insight in the needs for providing goods and services in (post-) conflict regions.

Presentations and workshops: Haiti

Two years after the devastating Haiti earthquake the country seems to be in transition to the reconstruction stage. Many UN organizations and an unprecedented number of NGO's were involved in the humanitarian assistance stage. The question is now which organization will play the key role in the next stage and assist the country in 'Building Haiti Back Better'? During the presentations and workshop you will learn about the focus areas that have been identified by the government and who will be doing what in reaching the goals that government and donors have set.

1-on-1 meetings will be held throughout the Seminar on the afternoon of the first day, morning and afternoon of the second day and morning of the third day.

Companies can select which presentations and workshops they wish to attend during registration. Their 1-on1 meetings will be scheduled accordingly.

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Fee: \$850

\$750 for an additional company representative

\$750 for government representatives

The Annual EU UN-Procurement Seminar is organized by the European Procurement Forum (EUPF), a 'not for profit' organization to promote EU-companies to the UN.

** Itinerary is subject to changes without prior notice, check the website www.eupf.org for the most up-to-date seminar program*