



# Doing Business with the United Nations

01

**UN Secretariat:  
Areas of  
Operation**

02

**UN Procurement  
Division**

03

**Procurement  
Volume & Statistics**

04

**UN  
Procurement  
Principles**

05

**Typical UN  
Procurement  
Workflow**

06

**Vendor  
Registration &  
Doing Business  
with the UN**

07

**Questions &  
Answers**

**End**



# Areas of Operations



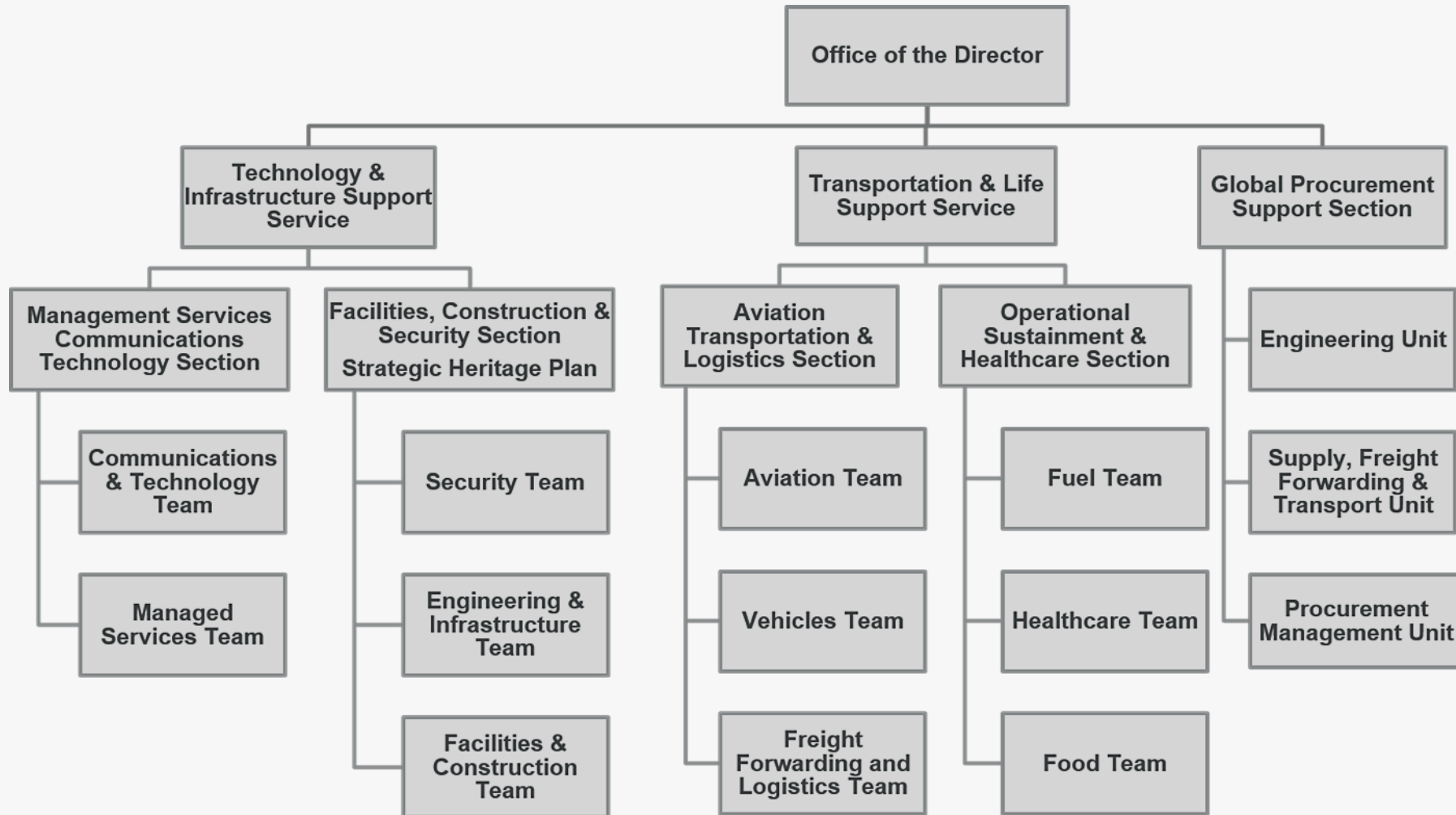
**12 Peacekeeping Operations (PKOs)**

**25 Special Political Missions (SPMs)**





# Procurement Division: Organizational Chart



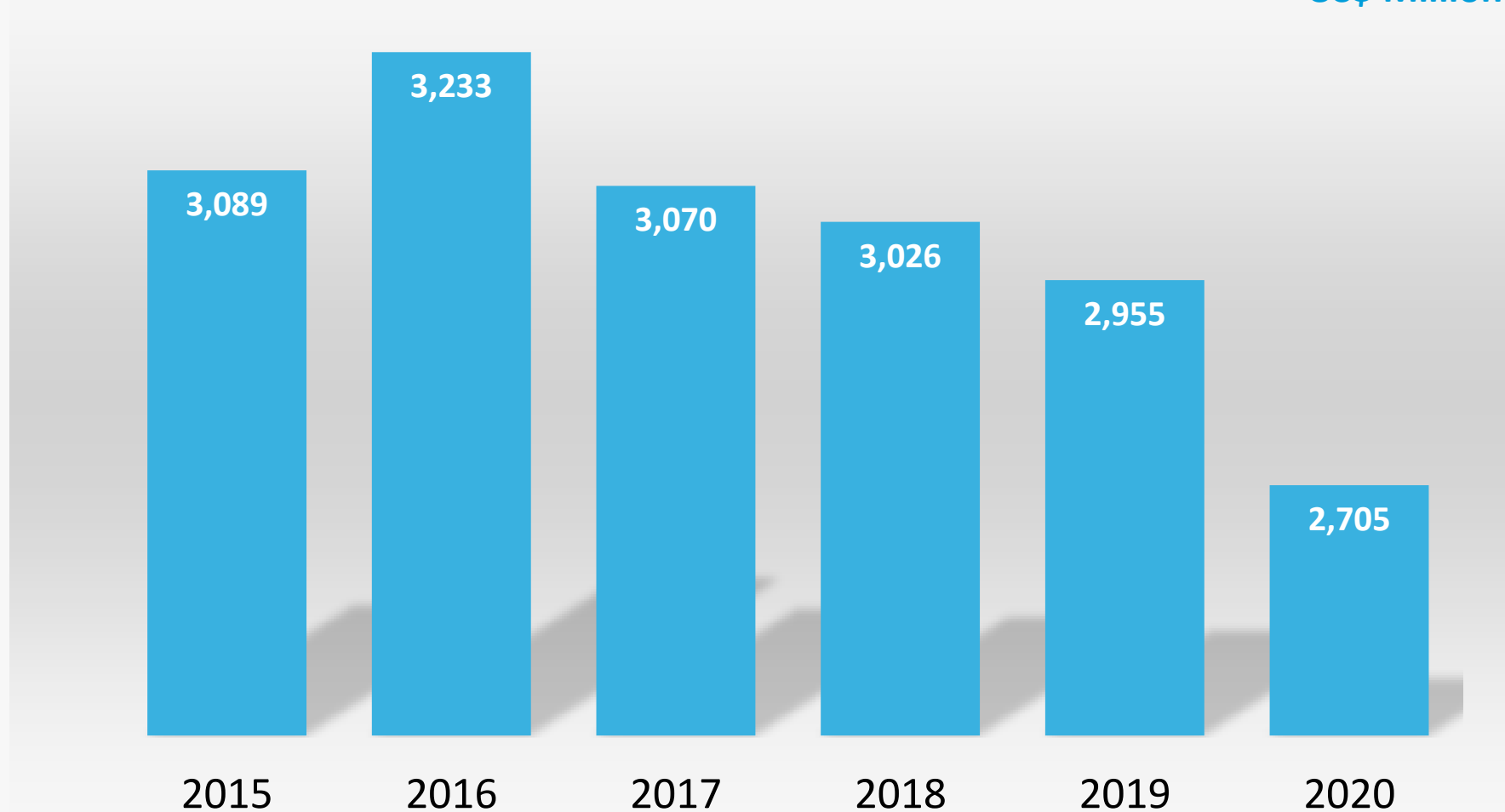
Office of Supply Chain Management





# UN Secretariat Procurement Volume (2015-2020)

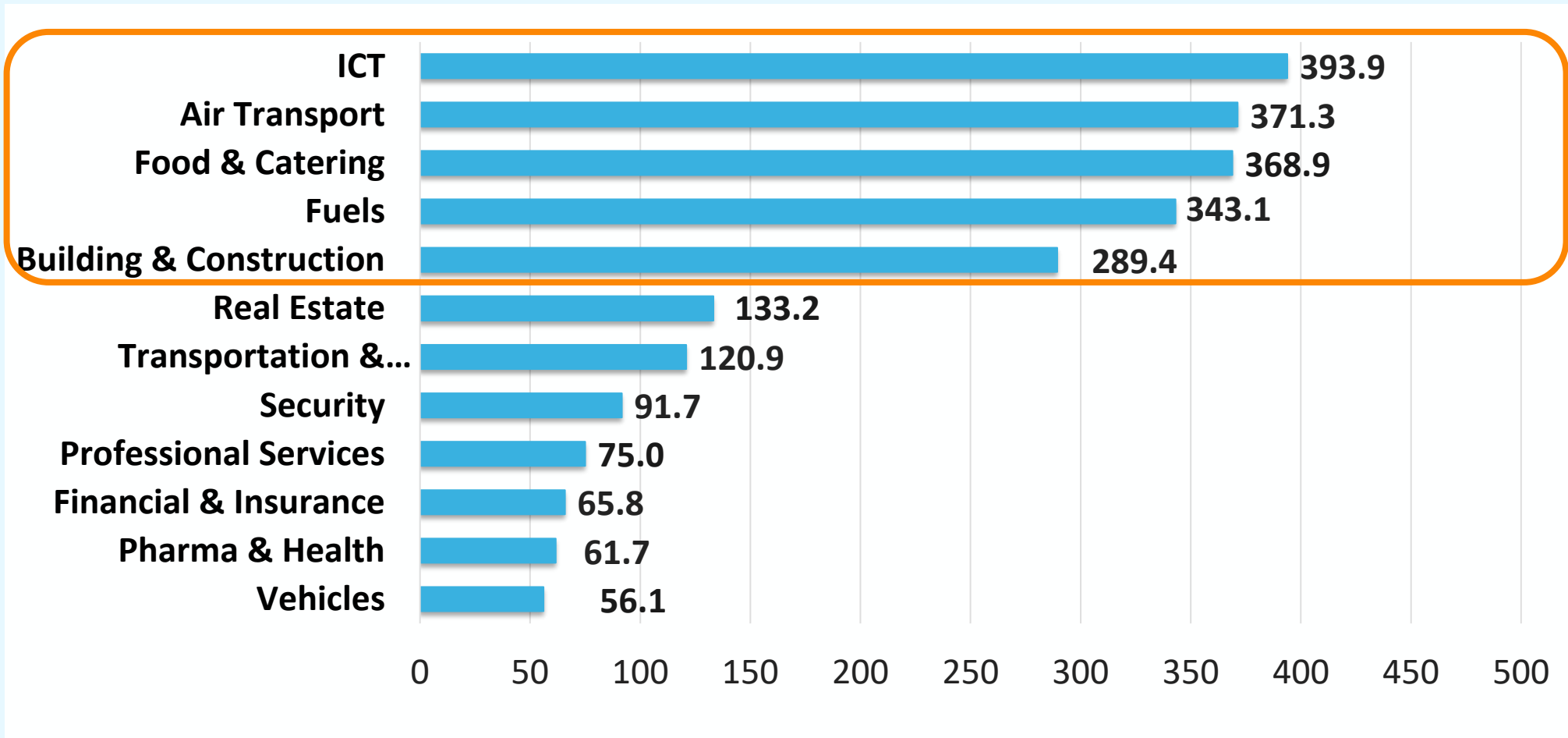
US\$ Milliones





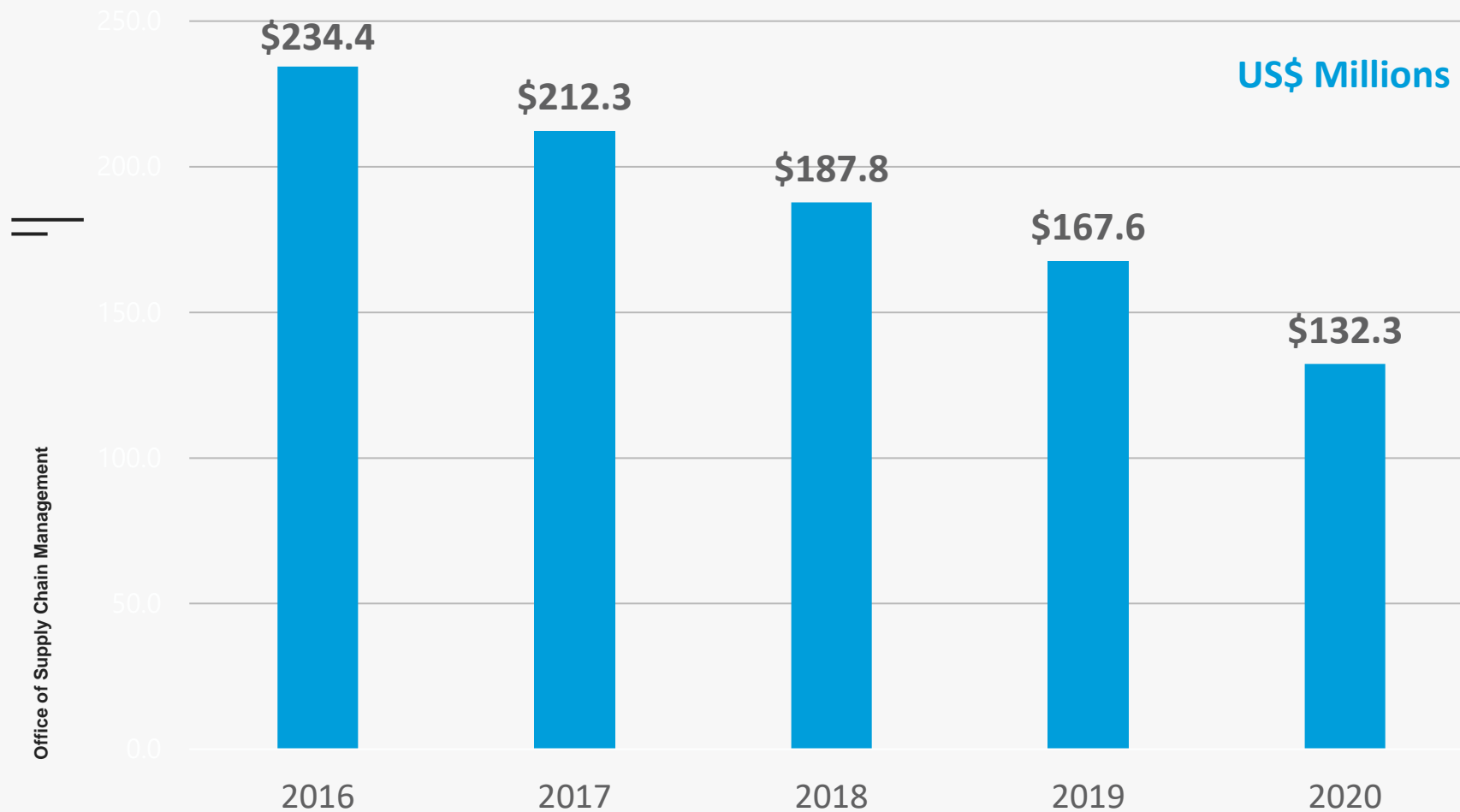
# UN Secretariat Procurement by Major Commodity (2020)

US\$ Millions





# UN Secretariat Procurement Volume with Russian Suppliers (2016-2020)





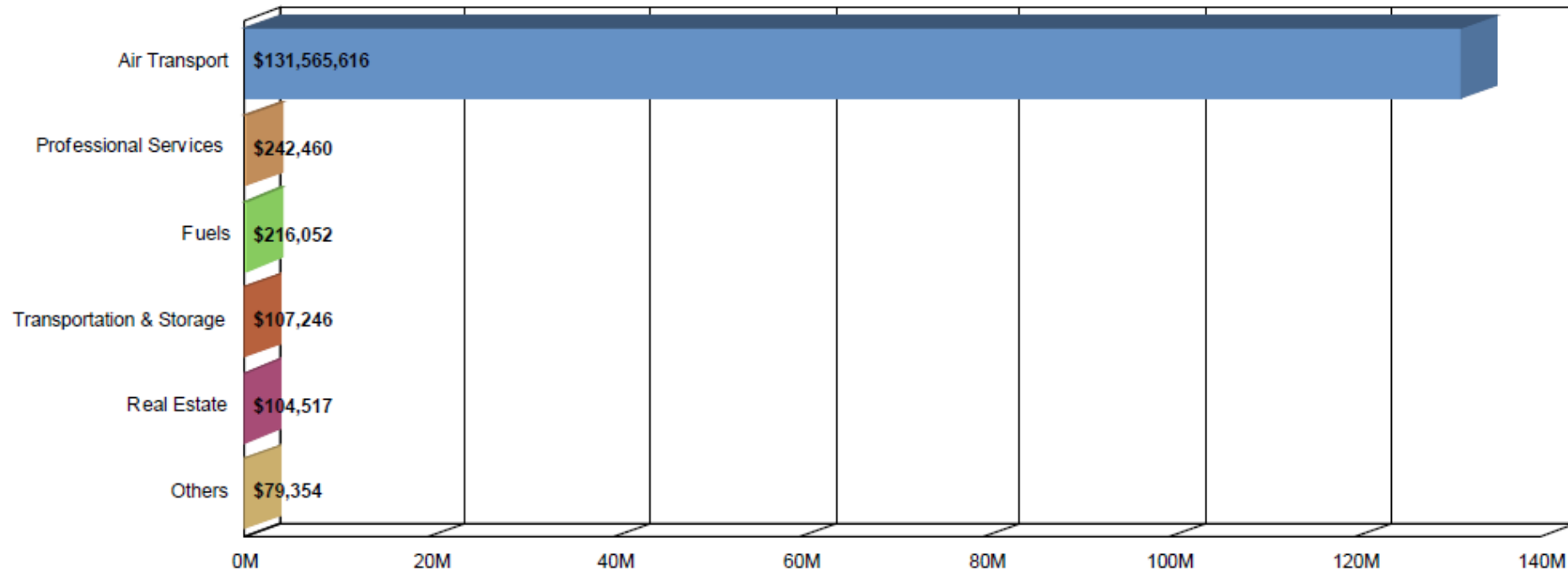


# Goods and Services purchased by the UN Secretariat from Russian Suppliers in 2020 = **\$132,315,245**

2020

\$132,315,245

Procurement Volume Top 5 Commodities 2020





# UN Procurement Principles

All procurement activities of the UN system, from sourcing to execution are based on the following principles



The objectives/  
needs of the  
UN



Effective  
international  
competition



Fairness,  
integrity &  
Transparency

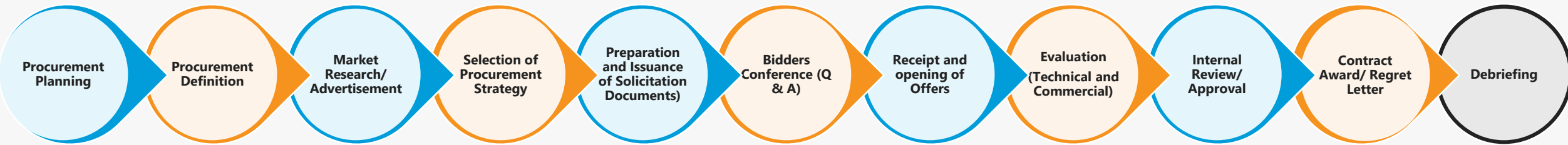


Best value for  
money





# Typical UN Procurement Workflow



# UN Peacekeeping: Procurement Challenges



- **Little or no infrastructure**
- **Limited Resources**
- **Diseases**
- **Natural Disasters**
- **Emergency**
- **Security Risks**



Members of the Military Liaison Office of the UN Mission for the Referendum in Western Sahara (MINURSO) attempted to push their car out of the sand in Oum Dreyga, Western Sahara. The officers were on a ceasefire monitoring patrol.

15 June 2010, UN Photo

Vehicles were unloaded from an airplane in Freetown, Sierra Leone, to be deployed for the UN Mission for Ebola Emergency Response (UNMEER). Of the 140 UN vehicles being deployed to Ebola-affected countries, 50 were being transported to Sierra Leone, 60 to Liberia and 30 to Guinea.

08 November 2014, UN Photo





# Procurement & SUSTAINABLE DEVELOPMENT GOALS

Focused efforts on outreach and engagement of:

- Women owned businesses
- Vendors from developing countries & economies in transition
- Specific industry categories



Member of a Task Team that develops guidance for the members of the UN Procurement Network on the implementation of the **UNITED NATIONS DISABILITY INCLUSION STRATEGY**





# Registration on the United Nations Global Marketplace (UNGM)



- UNGM is the UN global vendor portal.
- Registration is mandatory for all Commercial Vendors.
- Vendors can introduce their products and services to many UN organizations, countries and regions by only completing one registration form.
- UNGM also enables vendors to keep abreast of upcoming tender notices. By subscribing to the Tender Alert Service, vendors can receive relevant business opportunities emailed directly.

www.ungm.org



WELCOME TO THE UNGM

Share your experience with the UNGM Help Center in this [short survey](#)

Login and New Registrations

Business Opportunities

Tender Alert Service

UN Staff Area

Contract Awards

Knowledge Center

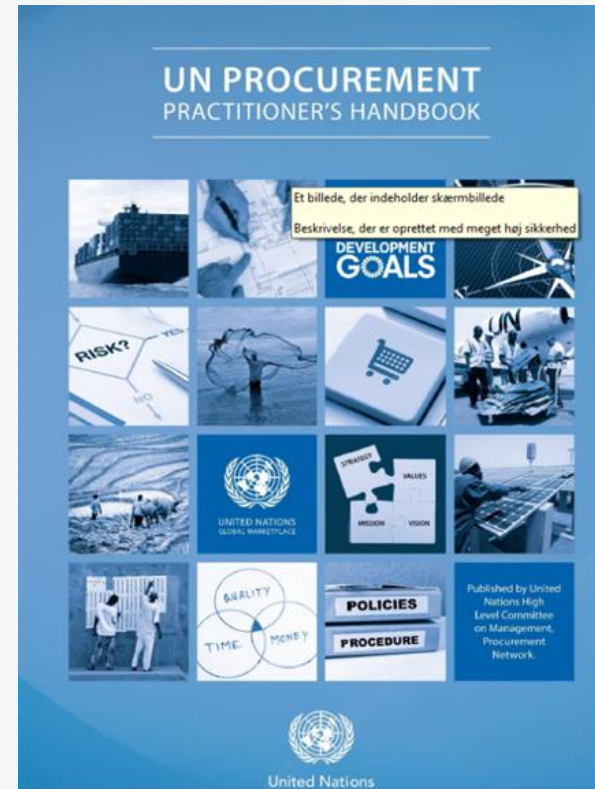
About UNGM

UN Procurement Statistics

Doing Business with the UN Agencies



# Relevant UN System Organizations and their Requirements



# Key Resources for Vendors

## GENERAL CONDITIONS OF CONTRACT

**UNITED NATIONS**  **NATIONS UNIES**

**GENERAL CONDITIONS OF CONTRACT**

CONTRACTS FOR THE PROVISION OF GOODS AND SERVICES

1. **LEGAL STATUS OF THE PARTIES:** The United Nations and the Contractor shall also each be referred to as a "Party" hereunder, and:
  - 1.1 Pursuant, *inter alia*, to the Charter of the United Nations and the Convention on the Privileges and Immunities of the United Nations, the United Nations, including its subsidiary organs, has full juridical personality and enjoys such privileges and immunities as are necessary for the independent fulfilment of its purposes.
  - 1.2 The Contractor shall have the legal status of an independent contractor *vis-à-vis* the United Nations, and nothing contained in or relating to the Contract shall be construed as establishing or creating between the Parties the relationship of employer and employee or of principal and agent. The officials, representatives, employees, or subcontractors of each of the Parties shall not be considered in any respect as being the employees or agents of the other Party, and each Party shall be solely responsible for all claims arising out of or relating to its engagement of such persons or entities.
2. **RESPONSIBILITY FOR EMPLOYEES:** To the extent that the Contract involves the provision of any services to the United Nations by the Contractor's officials, employees, agents, servants, subcontractors and other representatives (collectively, the Contractor's "personnel"), the following provisions shall apply:
  - 2.1 The Contractor shall be responsible for the professional and technical competence of the personnel it assigns to perform work under the Contract and will select reliable and competent individuals who will be able to effectively perform the obligations under the Contract and who, while doing so, will respect the local laws and customs and conform to a high standard of moral and ethical conduct.
  - 2.2 Such Contractor personnel shall be professionally qualified and, if required to work with officials or staff of the United Nations, shall be able to do so effectively. The qualifications of any personnel whom the Contractor may assign or may propose to assign to perform any obligations under the Contract shall be substantially the same, or better, as the qualifications of any personnel originally proposed by the Contractor.
  - 2.3 At the option of and in the sole discretion of the United Nations:
    - 2.3.1 the qualifications of personnel proposed by the Contractor (e.g., a curriculum vitae) may be reviewed by the United Nations prior to such personnel's performing any obligations under the Contract;
    - 2.3.2 any personnel proposed by the Contractor to perform obligations under the Contract may be interviewed by qualified staff or officials of the United Nations prior to such personnel's performing any obligations under the Contract; and,
    - 2.3.3 in cases in which, pursuant to Article 2.3.1 or 2.3.2, above, the United Nations has reviewed the qualifications of such Contractor's personnel, the United Nations may reasonably refuse to accept any such personnel.
  - 2.4 Requirements specified in the Contract regarding the number or qualifications of the Contractor's personnel may change during the course of performance of the Contract. Any such change shall be made only following written notice of such proposed change and upon written agreement between the Parties regarding such change, subject to the following:
    - 2.4.1 The United Nations may, at any time, request, in writing, the withdrawal or replacement of any of the Contractor's personnel, and such request shall not be unreasonably refused by the Contractor.
    - 2.4.2 Any of the Contractor's personnel assigned to perform obligations under the Contract shall not be withdrawn or replaced without the prior written consent of the United Nations, which shall not be unreasonably withheld.

CONTRACTS FOR THE PROVISION OF GOODS AND SERVICES

REV.: APR 2012

## UN SUPPLIER CODE OF CONDUCT

UN Supplier Code of Conduct Rev 06 - December 2017

### UN SUPPLIER CODE OF CONDUCT

United Nations Charter: The values enshrined in the United Nations (UN) Charter, respect for fundamental human rights, social justice and human dignity, and respect for the equal rights of men and women, serve as overarching values to which suppliers of goods and services to the UN<sup>1</sup> are expected to adhere.

**Global Compact:** The Global Compact is a voluntary international corporate citizenship network initiated to support the participation of both the private sector and other social actors to advance responsible corporate citizenship and universal social and environmental principles to meet the challenges of globalization. The UN strongly encourages all suppliers to actively participate in the Global Compact. And to that end, this Code of Conduct has been developed with recognition of the importance of the ten principles of the UN Global Compact, and is viewed as an important means of integrating the Compact's principles into the operations of the UN. The Code of Conduct addresses the issues included in the Compact in the areas of human rights, labour, environment and anti-corruption and interpretation of the Code should be undertaken in a manner consistent with the Global Compact. Suppliers interested in supporting the Global Compact and obtaining more information on the ten principles, can visit the Global Compact website at [www.unglobalcompact.org](http://www.unglobalcompact.org).

**International Labour Conventions and Recommendations:** The International Labour Standards (i.e., Conventions and Recommendations) as established by the separate UN specialized agency, the International Labour Organization (ILO), have served as the foundation on which much of this Code of Conduct is based. It is the UN's expectation that any supplier providing products or services to the UN will, in addition to the values of the UN Charter, adhere to the principles concerning International Labour Standards summarized below in paragraphs 4 – 9<sup>2</sup>.

**1. Scope of Application:**  
The provisions of this Code of Conduct set forth the UN's expectations for all suppliers that are registered with the UN or with whom it does business. The UN expects that these principles apply to suppliers and their employees, parent, subsidiary or affiliate entities, and subcontractors. The UN expects suppliers to ensure that this Code of Conduct is communicated to their employees, parent, subsidiary and affiliated entities as well as any subcontractors, and that it is done in the local language and in a manner that is understood by all. In order for a supplier to be registered as a UN supplier or to do business with the UN, the supplier is required to read and acknowledge that this Code of Conduct provides the minimum standards expected of UN Suppliers. In addition, suppliers should note that certain provisions of this Code of Conduct will be binding on the supplier in the event the supplier is awarded a contract by the UN pursuant to the terms and conditions of any such contract. Failure to comply with certain provisions may also preclude suppliers from being eligible for a contract award, as reflected in the solicitation documents of one or more organizations in the UN. Prospective suppliers are invited to review the specific terms and conditions of contract and procurement policies of the organization(s) within the UN with which they would like to do business in order to ascertain their current and future eligibility.

**2. Continuous Improvement:**  
The provisions as set forth in this Code of Conduct provide the minimum standards expected of suppliers to the UN. The UN expects suppliers to strive to exceed both international and industry best practices. The UN also expects that its suppliers encourage and work with their own suppliers and subcontractors to ensure that they also strive to meet the principles of this Code of Conduct. The UN recognizes that reaching some of the standards established in this Code of Conduct is a dynamic rather than static process and encourages suppliers to continuously improve their workplace conditions accordingly.

<sup>1</sup> In this Code of Conduct, "UN" shall refer to the UN Secretariat, Programmes and Funds of the UN, Specialized Agencies of the UN and all other entities belonging to the UN system, that have adopted this Code of Conduct through the High Level Committee on Management - Procurement Network.

<sup>2</sup> The full texts of the ILO Conventions and Recommendations can be accessed at: <http://www.ilo.org/global/standards/faq-en/index.htm>



[www.un.org/Depts/ptd/](http://www.un.org/Depts/ptd/)



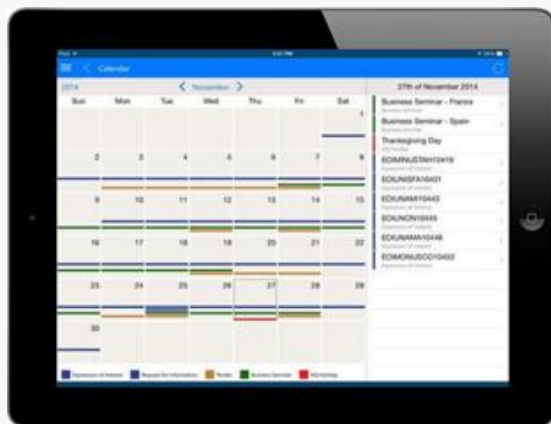


# United Nations Procurement Mobile App

The UN Procurement Mobile App offers real-time access to information related to business opportunities, business seminars schedule and contract awards. Never miss out again!

- Event calendar including Business Opportunities, Seminars, Public Tender Openings, and official UNHQ Holidays.
- Purchase Orders and Contracts Monthly Awards data that can be filtered by year, month and commodity group.
- Procurement Bulletins providing timely updates on a wide range of topics.
- Comprehensive search functionality.
- Ability to easily share information and add events to your calendar.
- Multi-Year Statistical data.
- Other Procurement Resources.

Features  
of the  
Mobile  
App



# Common Questions



**As a small vendor, is registering with the UNGM worthwhile for me, as the UN is such a large organization? Would I ever have an opportunity to do business with the United Nations Secretariat?**

Yes, of course. The United Nations procures on an international basis from vendors of all sizes and from all geographical locations. Sometimes our requirements are large and sometimes our requirements are small. For this reason, we have different levels of registration and companies can choose the level at which they wish to register based on the size of their company and the size of contract that they are able to manage. A description of the different levels of registration and the requirements for each level can be found at the UNGM website.



**We have a new product that we believe the United Nations should know about. Who should we talk to and how do we contact them?**

Contact information for UN Secretariat Procurement can be found in the [Contact Us](#) section of the [UNPD website](#) and on the [UNGM website](#) for other Agencies, Funds and Programmes.

