

## **INTERNATIONAL TRADE CENTRE (ITC)**

### **Major Upcoming Business Opportunity Notice**

### **CALL FOR EXPRESSION OF INTEREST (EOI)**

**Important: The purpose of this call for EOI is to identify appropriate suppliers who can potentially fulfill the requirements. The present call for EOI does not constitute an invitation to tender. Only suppliers deemed qualified by ITC will receive the invitation to tender.**

**Reference:** RFP 2013-48-EF Developing a web based Matchmaking (B2B) application

**Date of this Call for Expression of Interest (EOI):** 4 November 2013

**Closing Date for Receipt of EOI at ITC/PS:** 24 November 2013

#### **Terms of Reference (summary):**

ITC is using a Matchmaking software as a tool to organize business-to business (B2B) meetings. The current Matchmaking software is based on Microsoft Access and allows ITC to:

- capture essential company data through multi-language company/product profile forms
- select related product data (HS product and WTO services classification and free form)
- indicate import and/or export interest per selected product
- confirm or cancel participation
- set event data parameters (such as duration of the event, time slots, meeting location)
- pair automatically and manually on the basis of indicated product interests
- schedule individual meetings automatically and manually
- generate reports (including individual appointment schedule, list of participants, list of pairs etc.)

ITC intends to upgrade the software into a web based application that includes all the (main) features of the current version and integrate additional functionalities including:

- enhanced communication and reporting (direct from the application by email, sms, whatsapp and/or accessible online)
- prioritized seating option (to allocate selected companies to a fixed meeting location)
- time range selection option (to allow for defining time ranges indicating when a selected company is (un)available)
- easy creation of multi-language company/product profile forms and event pages (event details, registration, public profile views with search facilities) varying from event to event.

In support of this project, ITC is seeking the services of an experienced IT vendor to assist in the different phases of this software development process, capable of building the system in a .net framework, ideally for integration with the Ektron CMS 800 platform.

ITC Procurement Services invites interested companies to forward their Expression of Interest (EOI) by fax or by email before the closing date to:

Procurement Services  
International Trade Centre  
Palais des Nations  
1211 Geneva 10, Switzerland  
ficz@intracen.org  
Telefax: +41 22-730 0900

Please indicate your vendor ID number and the reference of this EOI in your response. If not registered with ITC/UNOG or UNGM, please follow the Procedure for Registration as Potential Vendor at [www.ungm.org](http://www.ungm.org) as soon as possible.

ITC reserves the right to change or cancel this requirement at any time during the EOI and/or solicitation process.

Please note that only those companies considered qualified by ITC for this project will be invited to participate in this procurement exercise.

For any further information on ITC, please consult our website: [www.intracen.org](http://www.intracen.org)