

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 that can potentially fulfil 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: 2019-04/AK – Cleaning services in ITC building located 54-56, rue de Montbrillant 1202 Geneva / Switzerland

Date of this Call for Expression of Interest (EOI): 11 February 2019

Closing Date for Receipt of EOI at ITC/PS: 25 February 2019

Terms of Reference (summary):

ITC is seeking for its Headquarters / Building in Geneva, Switzerland, contractors able to provide cleaning services. The ITC building consists of administrative offices (7 storeys with a surface of approximately 7,955 square metres) and a garage for car parking of 3 storeys (with approximately 1,592 square metres as surface). The overall surface is approximately of 9,547 square metres. Detailed technical specifications will be communicated to interested contractors at a later stage in the process.

During the process, potential bidders will be subject to an on-site mandatory visit of ITC premises and please beware that non-attendance of this visit will be eliminatory.

The contract will commence on 1 January 2020 for an initial period of three (3) years until 31 December 2022 with a possibility of extension of two (2) years until 31 December 2024, i.e. a total of five (5) year contract.

In support of this project, ITC is seeking expression of interest from experienced vendors.

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

**Procurement Services
International Trade Centre
Palais des Nations
1211 Geneva 10
Switzerland
Email: Akponton@intracen.org
Tel: +41 22-730 0224
Website: www.intracen.org**

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 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