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Request for Expression of Interest to register as a vendor with UNICEF Mozambique

The United Nations Children's Fund (UNICEF) Mozambique is currently conducting a comprehensive market survey of the Mozambique Market and development of a supplier database which will form the basis of UNICEF's operations and implementation of UNICEF Mozambique's Country Programme Document (CPD 2022-2026). The market survey will support the strategic shift to development of Long-term Arrangements for goods and services for use in programming and emergency response. Identifying the range of available goods and services will also allow UNICEF Mozambique Country Office to better define their needs and develop appropriate supply chain strategies for delivery of goods to beneficiaries.

The overall goal of this survey is to assess availability of supplies, equipment, and services to be locally sourced, in order to identify vendors for local procurement initiatives and develop a supplier database that can be maintained by the Mozambique Country Office (MCO).

As part of this survey, we are inviting all types of organisations **based in Mozambique** to express their interest to register as a supplier/vendor/contractor under specific goods and services categories which form part of UNICEF's requirements for the coming years. We are inviting organisations to show their interest and register under the following goods and services categories:

Commodities / Goods:

- **Office Supplies:** office furniture and fixtures, stationery, electrical supplies, and equipment.
- **Information Technology and Communication Supplies and Services:** computer accessories and related peripherals (computers, laptops, modems, projectors, VCD/VCR/DVD, cameras etc.), communication equipment, camera equipment, etc.
- **Education Supplies:** classroom supplies, educational kits, and equipment (blackboards, chalk, stationery, exercise books, ball point pens, etc.), school furniture, recreation kits (sports and indoor recreation materials/equipment) and other learning materials.
- **Printing and Promotional:** printing (including offset printing and digital printing) of publication materials, brochures, posters, banners, stickers, folders, billboards, signage, reports, registration books, booklets, T-shirts, caps, wrist bands, exhibition stands, etc. This should include printing in Braille.
- **Health and Nutrition Supplies:** auto-disable syringes, safety boxes (for disposal of injection equipment), pharmaceuticals, micronutrients and therapeutic foods and other food items.

- **Water, Sanitation and Hygiene (WASH) Supplies:** drilling rigs, generator sets and spare parts, hand pumps and submersible pumps and spare parts, centrifugal pumps with pipes, solar submersible pumps and accessories, electric motors, UPVC pipes, casings and fittings, steel pipes, GI pipes, water storage tanks (different capacities), water treatment chemicals, collapsible and rigid jerry cans (10lt & 20lt), plastic buckets (20lt capacity), hygiene and sanitation supplies, such as bar soaps, water treatment chemicals, hygiene and dignity kits
- **Emergency Non-food Items (NFI) Supplies:** tents, tarpaulins, blankets, plastic sheets, sleeping mats, emergency relief shelter and household supplies (cooking sets, plastic sheets, tents, etc.), clothing materials, textiles blankets (fleece and wool), roofing sheets, etc.
- **Logistics/Transport Equipment and Spare Parts:** vehicles, motorcycles, bicycles, ambulances, trucks (water tankers), boat rental, tyres, camping equipment, warehousing equipment, storage containers, fuel bladders, and relevant supplies/spare parts
- **Assistive Technology Equipment:** assistive equipment for adults and children with disabilities. Wheelchairs, dolphin screeners, braille voice recorders, braille printing suppliers, Magnifiers, folding sticks, other braille equipment.
- **COVID-19-related Supplies:** personal protective equipment, diagnostics (testing kits, reagents, consumables, etc.), medical equipment (ventilators, oxygen concentrators and accessories, consumables, etc.), laboratory equipment, etc.
- **Other Miscellaneous Supplies:** sports and indoor recreation materials/equipment, electrical supplies, voltage regulators, security enhancement, metal detectors, X-ray machines, CCTV cameras, digital doorway, first aid equipment, cholera beds, solar equipment and power systems, industrial equipment, PDA and chargers, Braille machines, trailers, bay bulk - filing cabinets, air-conditioners (installation and maintenance), hospital, medical and laboratory supplies and equipment, machinery, tools, generators and spare parts.

Institutional Services:

- **Administrative Services:** office cleaning, messengers, security, travel management, hotel and conferencing facilities, car hire, hotels, catering, vehicle insurance, rental and maintenance including taxi services, etc.
- **Logistics Services:** transport, customs clearing, forwarding and warehousing/storage and management.
- **Professional Consultancy Services:** different types of research, surveys, monitoring and evaluation, KAP study, feasibility studies, capacity assessments, development in health, nutrition, education, water and sanitation, child protection, social and behavioural change, communication for development sectors, software development, fundraising services, training and capacity development services, micro-Assessment Services and spot checks, Third Party Monitoring.
- **Professional human resources:** companies that provides professional human resources for frequently used professional services for UNICEF (Nutrition monitors, WASH, office assistants, receptionist, security guards, ICT services)
- **Cash Transfer Services:** assessment of financial institutions, Mobile Networks and other related 3PL.
- **Other Services:** graphic design, photography and video services, audio and services, website design, development and maintenance, writing, editing, design and layout, advertising agencies to support events and campaigns, events planning and management services, quality assurance

including pre and post-delivery inspections, third party inspection, interpretation, translation and simultaneous translation/equipment, financial auditing, generator maintenance, office renovation, events management.

To register, interested organizations are required to complete a **Supplier Profile Form** which can be accessed through the following link: <https://www.surveymonkey.com/r/unicefms>. If you have any issues accessing the link please contact unicefmarketsurvey@deloitte.co.mz.

Those organizations already registered and currently working with UNICEF are also required to complete the Supplier Form as this survey aims to update the profiles of existing companies and create a fresh supplier database.

Once submitted, the Supplier Forms will be analyzed and on this basis a list of potential suppliers and service providers for each category will be developed. Further assessments will include interviews and visits to premises to establish a final list of suppliers.

Interested organizations are required to complete and submit the Supplier form by no later than **28 November 2021**.