

Principles of UN Procurement

- **Best value for money**
(Consider the optimal combination of factors in meeting the end user needs; Best Value for Money does not mean lowest cost but best Return)
- **Fairness, integrity and transparency through competition**
(Clear & appropriate regulations/rules applied to all suppliers, fair process, transparent system)
- **Promotion of objectives of the organization**
(Fulfilling the mandate, goals and objectives)
- **Economy and effectiveness**
(Meet requirement in terms of quantity, quality, timeliness at the right place.
Economy=minimize cost, Effectiveness=meet end-user interest)

Some Guiding Principles

- **Fairness** – means reasonableness and impartiality. UN believes and promote that time to respond to a bid should be reasonable enough to prepare and submit the bid. Similarly all suppliers are treated equally, all bids are evaluated using the same criteria.

Some Guiding Principles

- **Integrity** – is related to ethical value and it means honestly or truthfulness. Integrity is considered as key instrument to promote good governance in public procurement. Procurement is generally considered a major risk area for mismanagement, fraud and corruption. It is important to note that UN has zero tolerance policy toward ethical breaches.

Some Guiding Principles

Transparency – basically means openness. UN believes and promotes that procurement procedures should be transparent. For example, wide dissemination and publication of bid notice, opening bid in public. Stakeholders are expected to help promoting transparency in UN procurement process.

THE PROCUREMENT PROCESS

- Market Survey
- Specifications/Terms of Reference (ToR)
- Supplier and Service Provider Selection
- Solicitation (Invitation to Bid/Request For Quotation/
Request for Proposal)
- Sample/Technical Evaluation
- Contract Review Committee
- Contract Award
- Long Terms Arrangement

MAJOR REASONS FOR NOT ACCEPTING THE LOWEST OFFER

- Non-compliance with Bid Terms and Conditions.
- Non-conformity with specifications
- Technically non-compliant
- Different delivery terms
- Unacceptable delivery time
- Unacceptable payment terms
- Additional hidden cost/incomplete offer
- Uneconomical to split orders/work/contracts

UN Procurement

why it is the way it is?

- UN spends millions of dollars of public money.
- UN is subject to audit.
- UN is subject to the UN Rules and Regulations.
- UN is accountable to the donors and beneficiaries.
- Many of our services are sensitive and high profile.
- Fairness, transparency and integrity.

What UNICEF expects from suppliers & service providers?

- Best Value for Money
- Integrity in dealing with us: Information provided to UN is accurate, trustworthy and verifiable.
- Accountability
- Transparency
- Respect UN's code of Ethics for suppliers & service providers – adopt the principles as policies at your workplace
- Honor what you have promised in your response to our solicitation documents

Reminder you are a key partner

