



GUIA PARA REGISTRO DE PROVEEDORES EN E-TENDERING

UN Women e-Tendering Website:

<https://ungm.in-tend.co.uk/unwomen.aspx/Home>

Correo soporte plataforma E-Tendering:

etendering.support@unwomen.org

e-Mail Address :

Password :

Login

Forgotten Details

Register

in-community

NOTE: Please be aware that failure to provide correct login information three times will result in your account being locked

Ingrese su e-mail & Clave

Hacer clic en login

De no contar con cuenta, hacer clic en el botón de "registrar" y completar la información que el formulario solicita

AS... LIERS, WE NEED TO MAKE SURE YOU RECEIVE OUR EMAIL NOTIFICATIONS. TO ENSURE OUR EMAILS REACH YOUR... ADD OUR EMAIL DOMAIN @IN-TENDORGANISER.CO.UK TO YOUR SAFE SENDERS AND CHECK YOUR SPAM FILTER SETTINGS. THANK YOU

Welcome to the UN Women electronic tendering platform

From this

... been awarded.

- Re
- Sa
- Se

How do I

- To ... at the Tenders option. If you are interested in any of those listed, click the **View Details** but ... interest.
- To g...ster your company / organisation using the **Register** option.
- When your registration has been accepted, you will receive an email containing your Login Information.
- Once you have received your Login Information, or if you are already a registered user, select the **Login** option.

For more information on using the web site select the *Help* option.

UN Women procurement policies and initiatives.

- For further information on UN Women procurement policies and initiatives please click on the following link: <http://www.unwomen.org/en/about-us/procurement>

Registration

Business Classifications : is required

Company Details

Gender Details

Business Classifications

Company Categories

Documents

In order to gain full access to this website you must register your company / organisation details

If you believe that your company / organisation has already registered on this site but you are a new user who requires access, please contact one of the existing registered contacts and ask them to add you as a new contact

PLEASE NOTE: Yellow fields are MANDATORY

Recuerde que para poder registrarse, deberá completar todos los campos marcados en Amarillo en cada una de las pestañas del formulario

Company Details

Company Reg No :

I do not have a Company Reg Number

Company Name :

Address Line 1 :

Address Line 2 :

Town/City :

County/State :

Postcode/Zip :

Country :

Structure :

Company Summary :

Contact Details

Telephone :

Fax :

Luego de hacer login, podrá ver la publicaciones que se encuentran activas, haciendo clic en el tab de "Tenders"



Training Environ



Home FAQ Messages Consultants **Tenders** Contracts Company Details Help Logout

User: Michelle De leon
Company: Michelle INC

Logout

in-community

Welcome to the UN Women tendering platform (Training)

What do I do next?

- To see a list of all tenders you are involved in click **My Tenders** under **Tenders**. This is where you will be able to have been sent, **make your return** and check your progress on the tender
- To express interest in a tender click the **Tenders** button from the menu bar at top of the page. From here you will tenders. Select the **View Details** button and from here you can express interest via the **Express Interest** button
- To view the history of your correspondence click the **Messages** button.
- To send correspondence click the **Messages** button and select **Send Correspondence**.

Filter

Customer

All

Description

Agency Services Tenders Contracts Company Details Help Logout

Connectional Intelligence Assessment and Workshop

Date documents can be requested until: 23 November 2016

18 November 2016

Dear Sir/Madam,

The United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) is seeking quotation(s) for the procurement of Connectional Intelligence Assessment and Workshop as described in the Annex I to this request for quotation.

In order to prepare a responsive quotation, you must carefully review, and understand the contents of the following documents:

- This Invitation letter
- Detailed Terms of Reference (Attached 1)
- Quotation Submission Form and Quotation Format (Questionnaires)
- UN Women General Conditions of Contract (Provided in Vendor Registration Profile)
- Voluntary Agreement (Provided in Vendor Registration Profile)
- Model Form of Contract (Questionnaire)

A contract may be awarded to the supplier having submitted the quotation representing the best value for money, i.e. lowest-priced technically-compliant of the proposed offers.

At the time of the contract award, UN Women reserves the right to vary the quantity of goods by up to a maximum of twenty five percent (25%) of the total offer without any change in the unit price or other terms and conditions

It is UN Women's intention to issue the contract as presented herein the RFQ documents. Therefore, offerors should ensure any due diligence regarding the legal review and ability to be compliant to all contract terms and conditions is undertaken prior to the submission of your quotation. Submission of a quotation will be confirmation of accepting UN Women General Conditions of Contract included herein.

In the case two (2) quotations are evaluated and found to be the same ranking in terms of technical qualification and price, UN Women will award contract to the company that is either women-owned or has a majority women employed. This is in support of UN Women's core mandate. In the case that both companies are women-owned or have a majority women employed, UN Women will request best and final offer from both suppliers and shall make a final comparison of the competing suppliers.

UN Women reserves the right to accept or reject any quotation, and to cancel the process and reject all quotations at any time prior to the award of contract without thereby incurring any liability to the suppliers or any obligation to inform the suppliers of the grounds for such action.

At any time prior to the deadline for the submission of quotations, UN Women may, for any reason, whether at its own initiative or in response to a clarification requested by a supplier, modify the RFQ by way of a written amendment. All suppliers that have received the RFQ shall be notified in writing of any such amendments. In order to offer suppliers reasonable

Tenders

Search



My Tenders

Current

Show all..

Filter

Customer

All

Request for price quotation for Personnel to work in UN

Women's Global Mail, Messenger and Distribution Center located in

UN Women's Headquarters

Date documents can be requested until:

24 November 2016

Status

You have received tender documentation

Description

Dear Supplier,
Kindly submit two (2) separate price quotations for four (4) Personnel to work in UN Women's Global Mail, Messenger and Distribution Center located in UN Women's Headquarters based on attached Terms of Reference (TOR)

1. Price quotation for 2 months (01 November 2016- 31 December 2016)
2. Price quotation for 12 months (01 January 2017- 31 December 2017)

Thank you

[View Details](#)

User ID: 1479759082315

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Version

User: Vendor2 Intend

Date

Company: Intend Vendor 2

Service

Para poder ver más información sobre las publicaciones deberá hacer clic en "view details"

Tender Management

Your return has not yet been sent

Tender Tender Documents Correspondence History

Request for price quotation for Personnel to work in UN Women's Global Mail, Messenger and Distribution Center located in UN Women's Headquarters

Title :	Request for price quotation for Personnel to work in UN Women's Global Mail, Messenger and Distribution Center located in UN Women's Headquarters LTA/UNWOMEN/2016/00030 Dear Supplier, Kindly submit two (2) separate price quotations for four (4) Personnel to work in UN Women's Global Mail, Messenger and Distribution Center located in UN Women's Headquarters based on attached Terms of Reference (TOR) 1. Price quotation for 2 months (01 November 2016- 31 December 2016) 2. Price quotation for 12 months (01 January 2017- 31 December 2017) Thank you.
Process :	RFP
Directive :	Services
Offer Validity Period	120

Bajo la pestaña "Tender" podrá ver la información general de la solicitud de oferta

Tender Management

Your return has not yet been sent

[Tender](#) [Tender Documents](#) [Correspondence](#) [History](#)

How To Attach Documents

1. If
2. If
3. To
4. W

Bajo la pestaña "tender documents" se encuentran los documentos con la información de la solicitud de oferta, cuestionarios y documentos que deberá adjuntar/completar

own in the **My Tender Return** section against a **Red** button.
Red and marked **Not Started** in the **My Tender Return** section. It is mandatory that any Questionnaire's
for tender return, click the **Attach Documents** button under the **My Tender Return** section (if available).
submit your tender return, click the red **Submit Return** at the bottom of this page.

Server Time : 22 Nov 2016 15:06:07 Due Date : 25 Nov 2016 16:01:00 Time Remaining : 3 Days 54 Minutes 47 Seconds

You cannot submit your return until company information has been verified.

[Company Details](#)

Tender Details

Stage Name	Tender Documents
Closing Date	25 November 2016
Stage Start Date	21 November 2016
Procurement Title	<u>Request for price quotation for Personnel to work in UN Women's Global Mail, Messenger and Distribution Center located in UN Women's Headquarters</u>
Procurement Description	<p>Dear Supplier, Kindly submit two (2) separate price quotations for four (4) Personnel to work in UN Women's Global Mail, Messenger and Distribution Center located in UN Women's Headquarters based on attached Terms of Reference (TOR)</p> <ol style="list-style-type: none">1. Price quotation for 2 months (01 November 2016- 31 December 2016)2. Price quotation for 12 months (01 January 2017- 31 December 2017) <p>Thank you</p>

Tender Documents Received - Main	Description	Options
Terms of Reference.pdf	Campos informativos	View Download

My Tender Return - Main	Description	Envelope	Options
RFP for Launching of UN Women	Not Started	Technical	View Questionnaire Upload Document

En esta página, todos los campos obligatorios se encuentran en color rojo o amarillo

Los cuestionarios son campos obligatorios que deberá completar si desea ofertar.

Los campos marcados en rojo son campos obligatorios

Select documents you wish to add to the **My Tender Return** section above using the **Attach Documents** button below.

NOTE : Large files can take some time to upload.

Nota: por favor seleccione el sobre al que corresponde el documento que desea adjuntar. El no adjuntar el documento en el sobre correcto descalificará su propuesta automáticamente

NOTE : Document Placeholders have been uploaded by the Procurement Department. Please upload a document for each mandatory placeholder before making a return.

Envelope (None)

Submit My Return

Bidding Details:

Value:

Currency : US Dollar (USD)

When you have completed all the above steps and are ready to submit your tender return, click the **Submit Return** button.

Note: You can make one or more returns on this stage. Your last return will supersede any previous returns.

Submit Return

Note: Por favor detalle el valor total del servicio/bien en moneda local

Note: Únicamente podrá enviar su oferta después de completar toda la información y de haber adjuntado todos los documentos solicitados. De lo contrario, el sistema enviará un mensaje de error.

Tender Management

Your return has not yet been sent

Tender Tender Documents Correspondence History

Search

Received
Sent
Unread
Read
Show all..

Filter

Stage

None

Options

Create Correspondence

Please note : This correspondence area is only to be used for tender based queries, please see the help section for the technical contact details.

Date

En esta pestaña podrá contactarnos para aclarar cualquier duda que tenga sobre la oferta publicadas.

En esta pestaña también podrá ver todas las comunicaciones de todos los procesos

Clic aquí para enviar mensaje

User ID: 5

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Server: UNSUPWEB1



Tender Management

Your return has not yet been sent

Tender

Tender Documents

Correspondence

History

Search

Received
Sent
Unread
Read
Show all..

Filter

Stage

None

Options

View Correspondence

Please note : The correspondence area is only to be used for tender based queries, please see the help section for the technical contact details.

Create Correspondence

Create Correspondence Regarding...

Stage: None

Subject:

Message:

Ejemplo de la pantalla para
enviar correspondencia

Options

- There are currently no attachments for this correspondence -

Add Attachments

Send

Tender Management

Your return has not yet been sent

Tender Tender Documents Correspondence **History**

Date	Description
22 Nov 2016 15:04	You started processing the tender documentation for Stage 'Tender Documents'
22 Nov 2016 14:22	You received tender documentation for Stage 'Tender Documents'
22 Nov 2016 14:22	A new Stage has been published

User ID: 1479759082315

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Version: 03.09.12.01

User: Vendor2 Intend

Date: 04/11/2016

Company: Intend Vendor 2

Server: UNSUPWEB1

El log con las transacciones relacionadas a la solicitud de oferta podrán verse en la pestaña "History"

Correo soporte plataforma E-Tendering:
etendering.support@unwomen.org