



UNOG



REQUEST FOR PREQUALIFICATION
SUBMISSION (RFPQS)

RENOVATION OF THE HISTORICAL BUILDING

(BUILDINGS A, B, C, D AND S)
AT THE PALAIS DES NATIONS IN
GENEVA, SWITZERLAND

Presented by: UNOG/SHP and PTS

Date: 3 May 2018





UNOG



REQUEST FOR PREQUALIFICATION SUBMISSION (RFPQS)

Information Session Agenda

1. **UNOG Overview**
2. **Strategic Heritage Plan**
3. **SHP Contract 2**
4. **RFPQS - Request for Prequalification Submissions**
5. **Site Visit**
6. **Questions and Answers**

Presented by: UNOG/SHP and PTS

Date: 3 May 2018





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**STRATEGIC
HERITAGEPLAN**
SAFETY | SUSTAINABILITY | PATRIMONY



UNITED NATIONS OFFICE AT GENEVA (UNOG) OVERVIEW



Location

New Permanent
Building (ongoing)

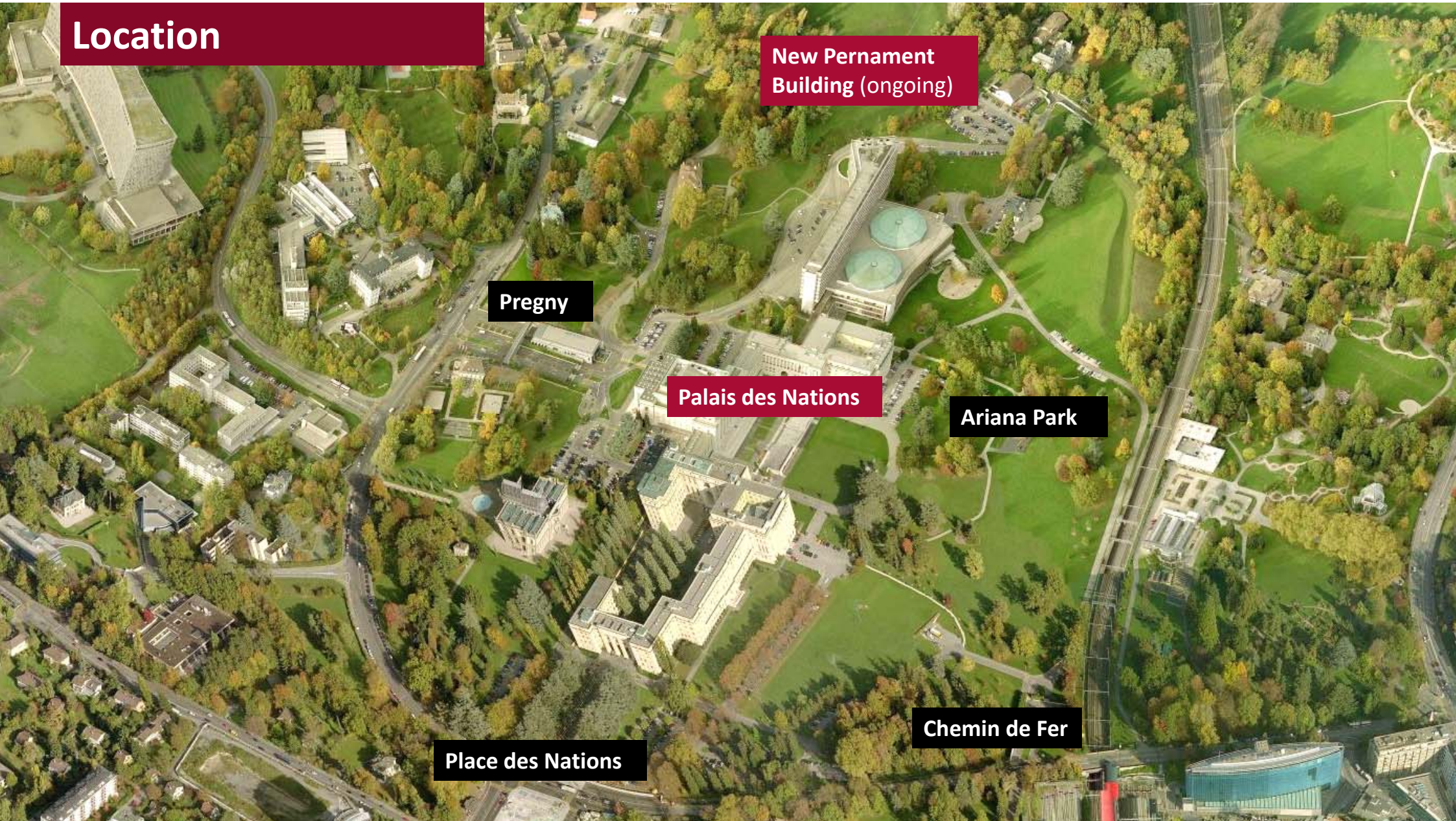
Pregny

Palais des Nations

Ariana Park

Chemin de Fer

Place des Nations



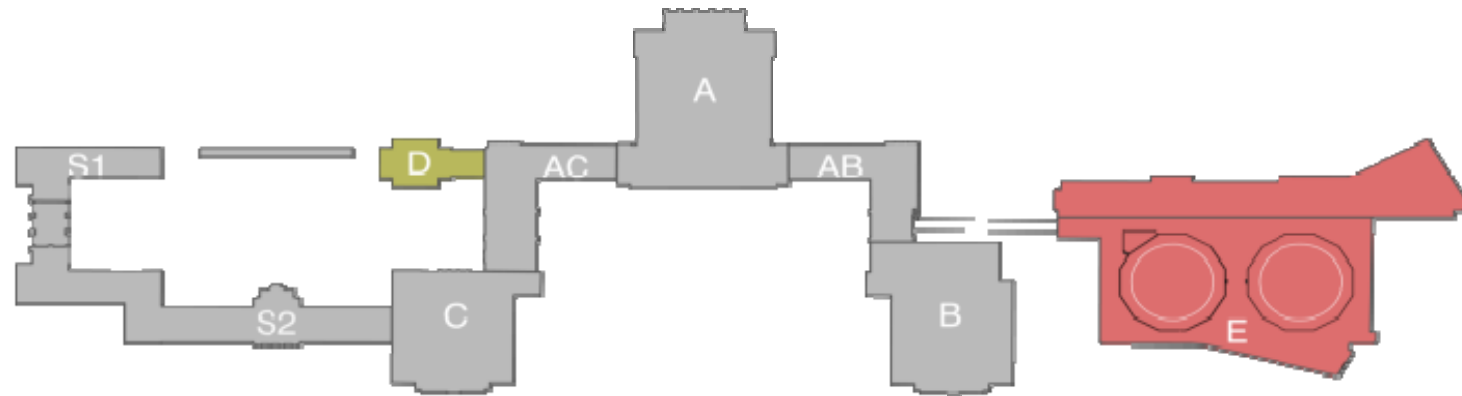
Palais des Nations



- Second largest UN Office after the UN Headquarters in New York
- The most active centre for multilateral diplomacy relating to Peace, Human Rights and Well-being in the world

Palais des Nations today

- Ariana Park: 46 hectares
- Total floor area of main buildings: 150,000+ m²
- Conference rooms: 35+
- Delegates: 75,000+/year
- Visitors: 100,000+/year
- Meetings: 12,000+/year



Original Buildings Constructed 1929-1936:

- Assembly Rooms (A+AB+AC)
- Library & Archives (B)
- Council Chamber Area (C)
- Secretariat Offices (S1+S2)

Extension Building Constructed 1950 -1952:

- Offices (D)

Additional Building Constructed 1968-1973:

- Conference Building (E)



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STRATEGIC HERITAGE PLAN (SHP)



SHP Purpose

The SHP will ensure that the Palais continues to serve for the next generation as a safe, cost-effective and sustainable conference centre and as a major platform to support the UN's important mission working for peace, human rights and well-being across the world.



SHP Project Objectives

- a) Health and life safety
- b) Accessibility for persons with disabilities
- c) Reduced energy costs
- d) Upgrade IT, broadcast and congress systems
- e) Flexible, functional, optimized interior and conference spaces
- f) Heritage preservation
- g) Business and operational continuity
- h) Deliver within budget and on schedule



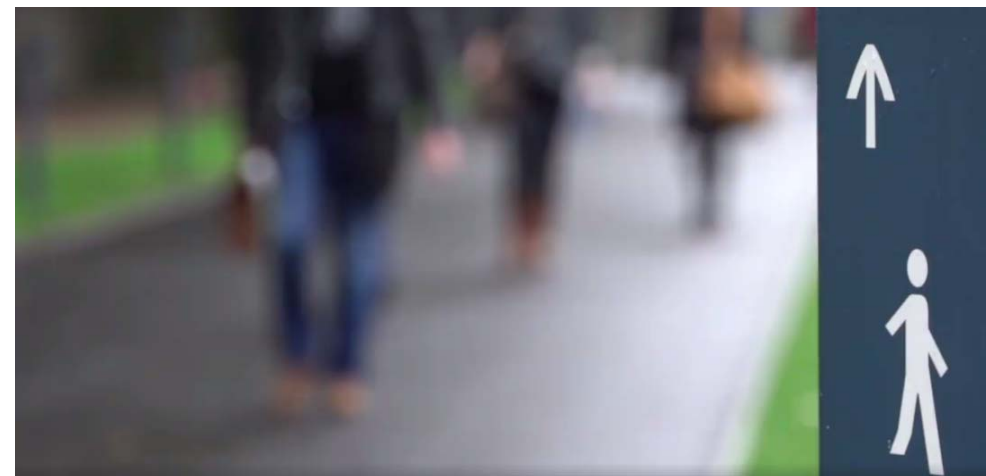
SHP Project Team

(a) **Project Management: dedicated UN Project Team**
(composed by architects, engineers and specialists)
teaming with:

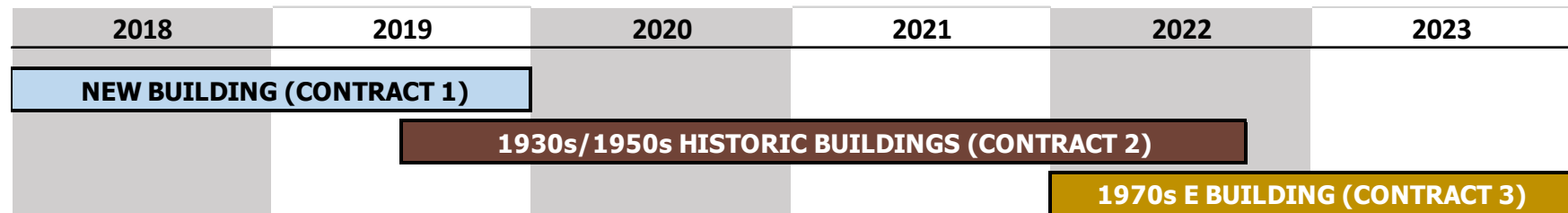
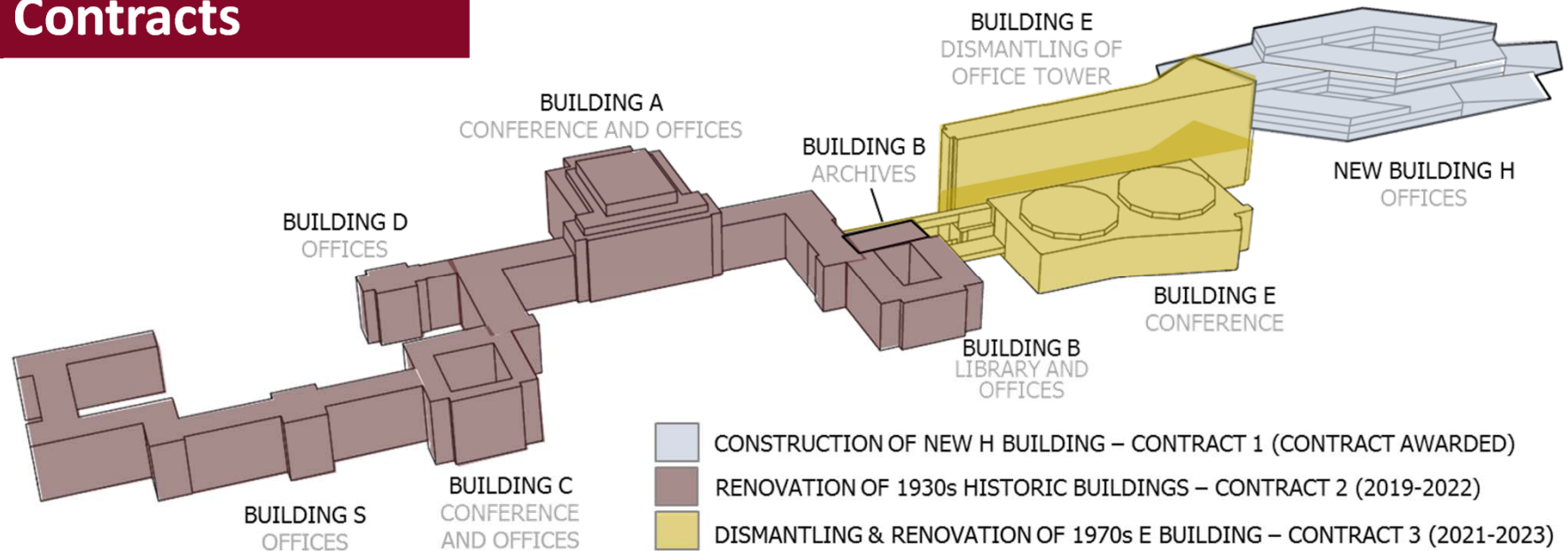
- **Hill International** (Programme Management)
- **Oger International** (Technical Support Services)
- **MACE** (Risk Management)

(b) **Design Consultant:**

- **SOM / B+P** (Architects)
 - **G&T** (Cost Consultant)
 - **Ingeni** (Structural engineering)
 - **Rapp** (MEP) / **Aecom** (MEP)
 - **SMW** (AV-IT Security)



SHP Contracts



The **next major milestones** for the project are:

- **CONTRACT 1:** To **complete construction** of the new 23,000 m² office building by end **2019**.
- **CONTRACT 2:** To **select a contractor** partner in **2019** for the renovation of the 100,000+ m² of the 1930s historic buildings.
- **CONTRACT 3:** To **select a contractor** partner in **2021** for the 20,000+ m² demolition and 50,000+ m² renovation of 1970s E Building.

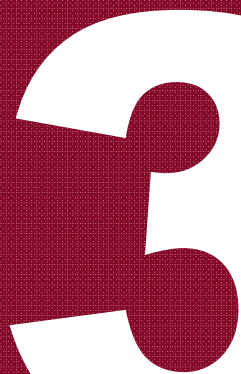


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SHP CONTRACT 2

RENOVATION OF HISTORIC BUILDING

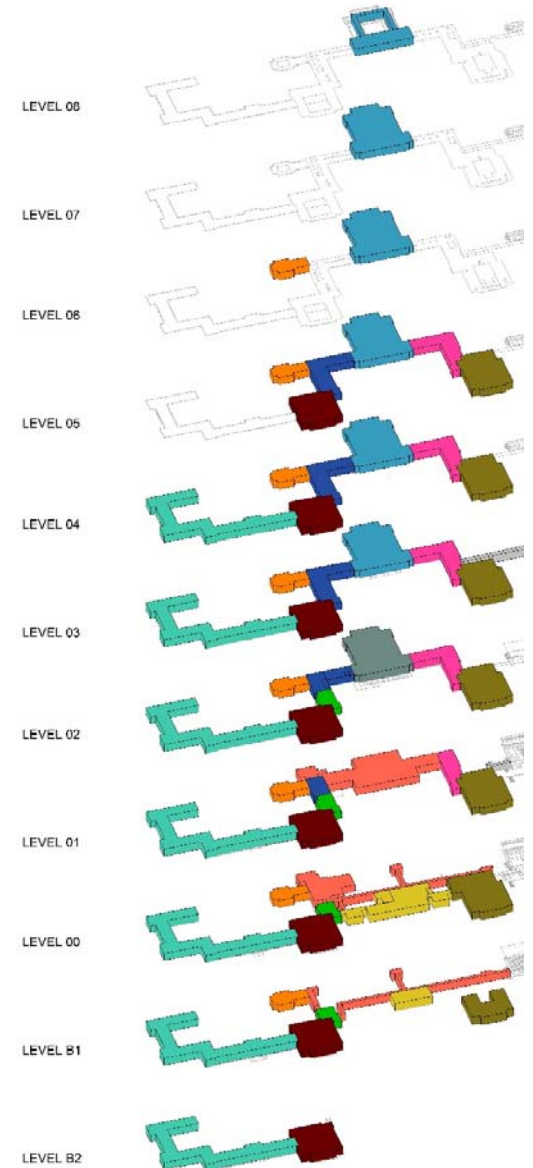
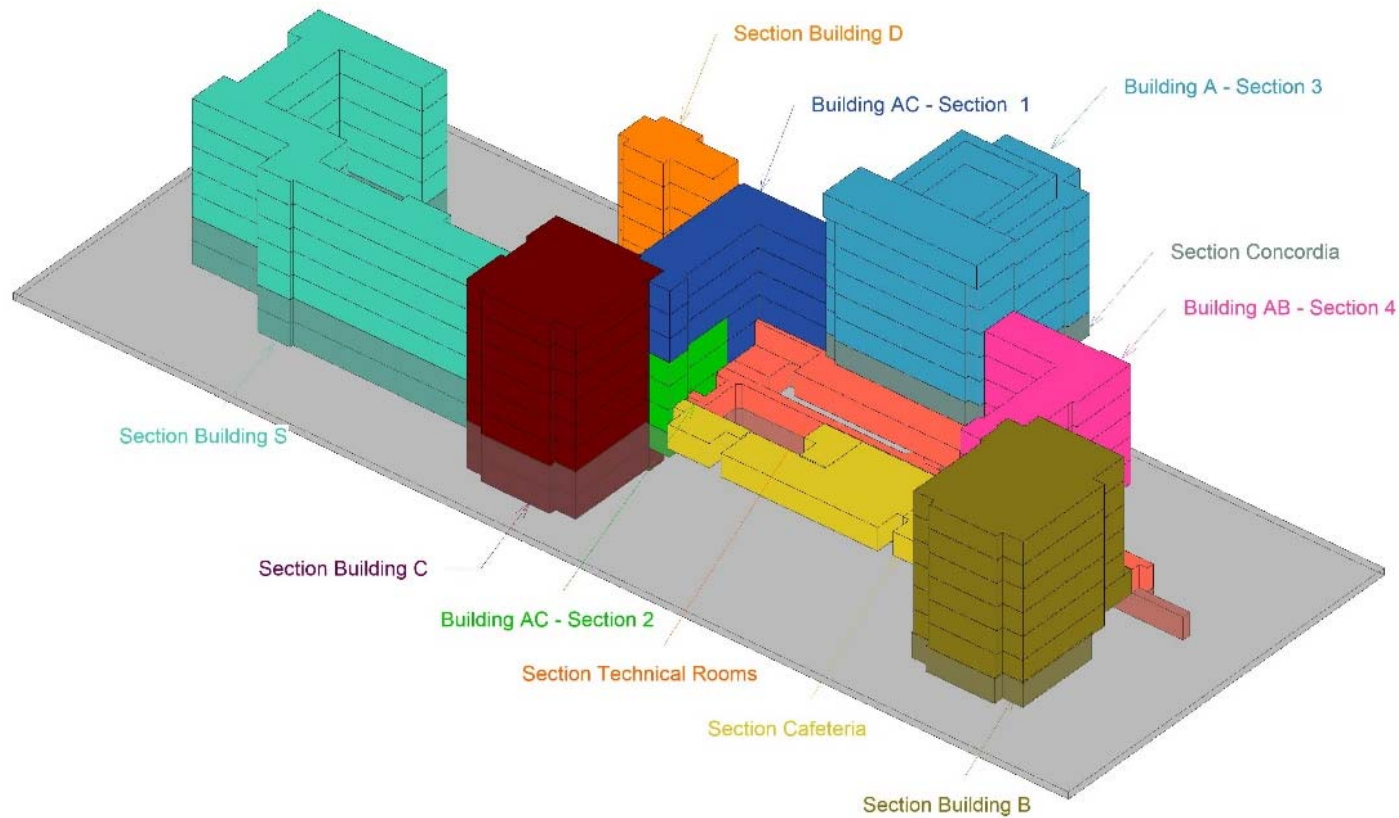


Business and operational continuity

SECTIONS OF WORK

A Section of Work is a part of the Works that must be designed (to the extent that will be specified in the RFP solicitation, envisaged to be specialist contractor design portions only), supplied, constructed, commissioned and tested by the Contractor in accordance with the established Programme of Works and in accordance with specifications in the RFP solicitation.

3D Sections of work



SHP Global Project Timeline

Project Timeline

Activities / Year	2018	2019	2020	2021	2022	2023
Contract 1 - New Building H						
Contract 2 - Renovation of the Historical Building						
Request For Proposal						
Evaluation of proposals						
Contract signature						
Contractor's mobilization						
Renovation works of blds. A/B/C/D/S						
Final Hand Over						
Contract 3 - Renovation of 1970s E bldg.						

UN Construction Contracts:



Contract 2 - purpose of this EOI



Contract 1 and Contract 2

Firm activity:



This Contract

Scope of Works

Main actuations:

Building A - 47.000m²

large and medium - sized conference rooms - office space - cafeteria - public spaces

Building B - 5.350m²

Historical Archives of the League of Nations - library - office space - medium or small conference / meeting rooms - public spaces

Building C - 15.000m²

new coffee shop, the new "Press Bar" - additional new amenities - office spaces - conference room - public spaces

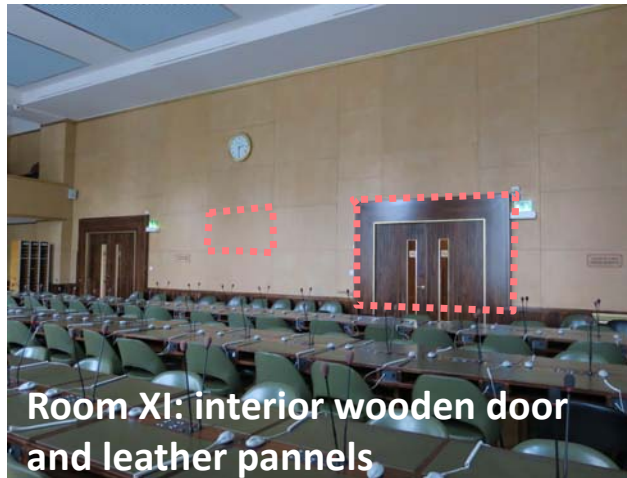
Building D - 5.300m²

office building

Building S - 23.400m²

office building

Heritage preservation



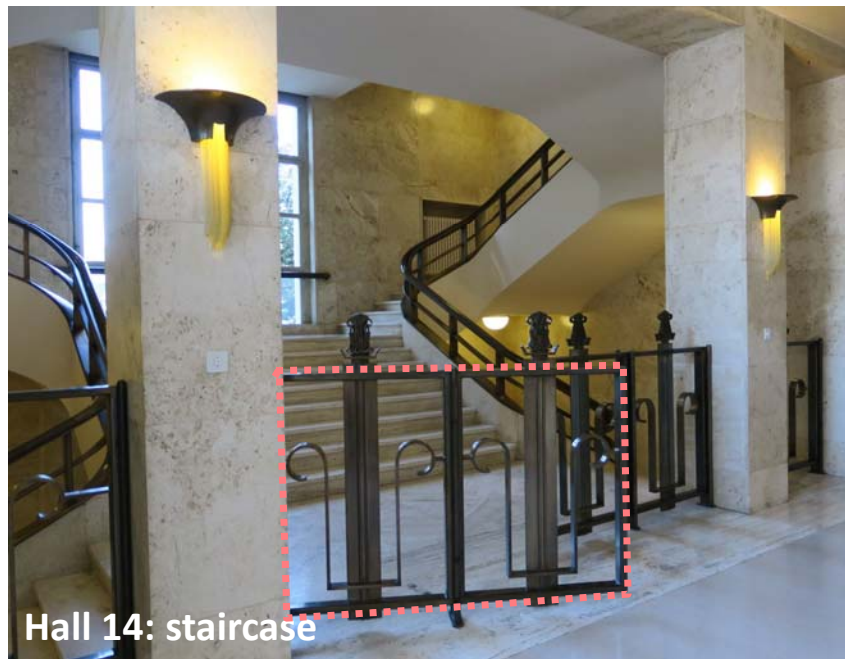
Room XI: interior wooden door and leather panels



Room XII: wall painting



Room XI: furniture designed by Charlotte Perriand



Hall 14: staircase



Room III

Code compliance

Health and life safety

- Correction of fire safety deficiencies
- Hazardous material removal

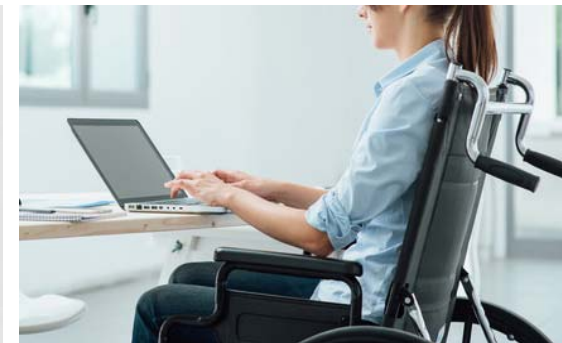
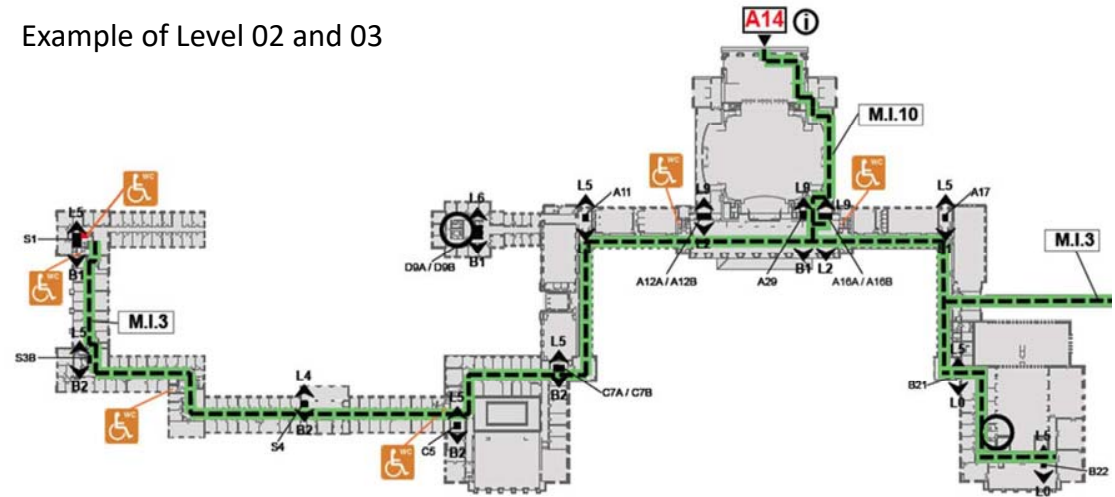


Code Compliance

Accessibility for persons with disabilities

- Outdoor accessibility
- Priority to pedestrian pathways
- Indoor pathways

Example of Level 02 and 03



MEP works

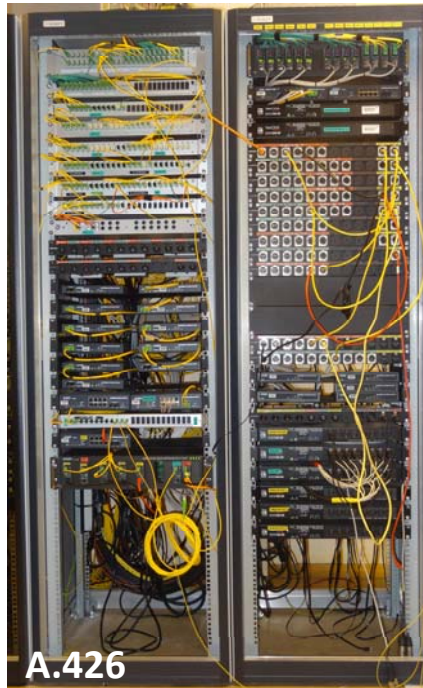
Reduced energy consumption

- Energy reduction
- Replacement of outdated MEP equipment



MEP works

Upgrade IT, broadcast
and congress systems



A.426



Fot. Johannes Marburg



A.426 to remain active during works

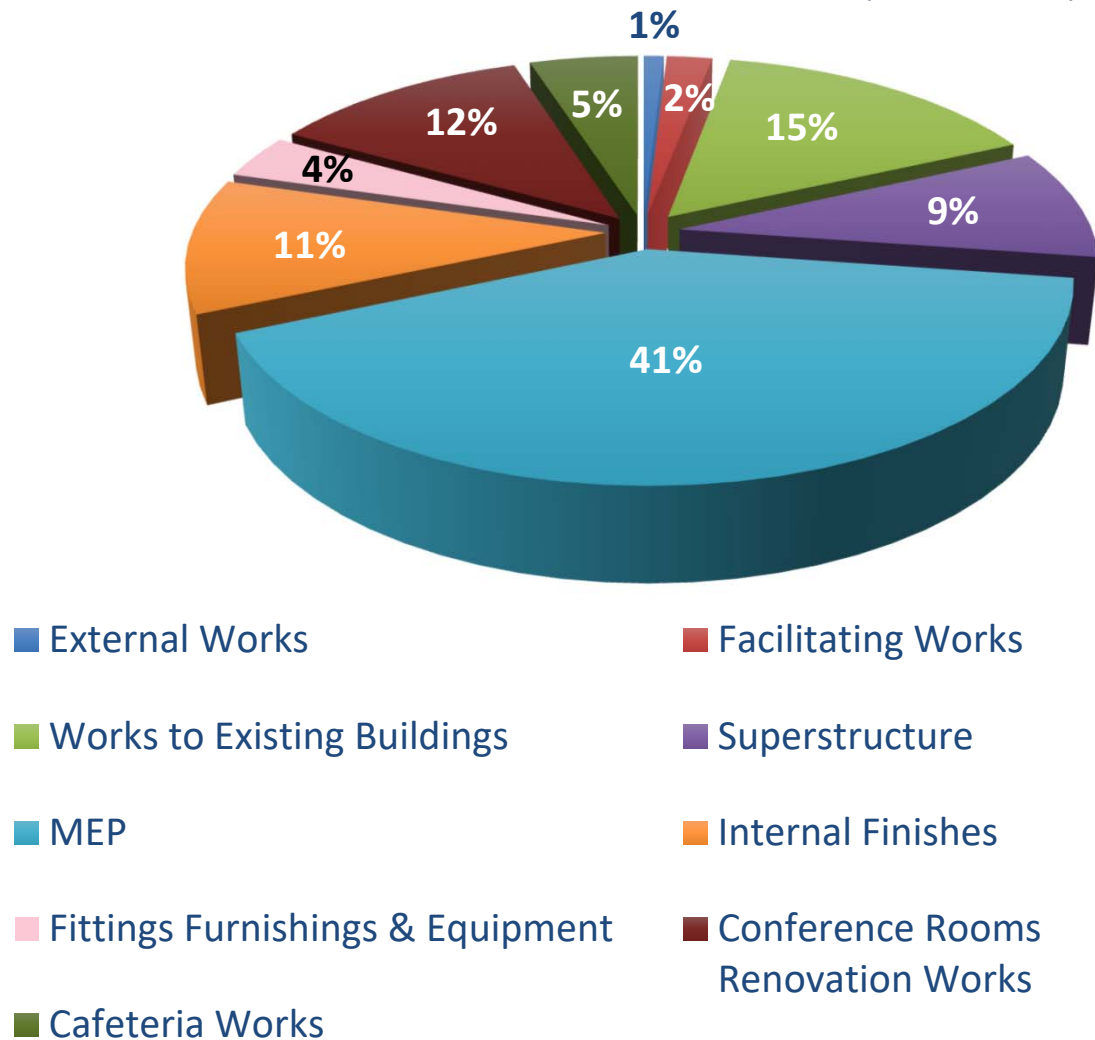


Qualified General Contractor

for the Renovation of the Historical Buildings

Approximate overall Programme of Works broken down by principle element / function as a percentage of the overall works value

ESTIMATED SHP WORKS BREAKDOWN FOR THE RENOVATION OF THE 1930S HISTORICAL BUILDINGS (CONTRACT 2)



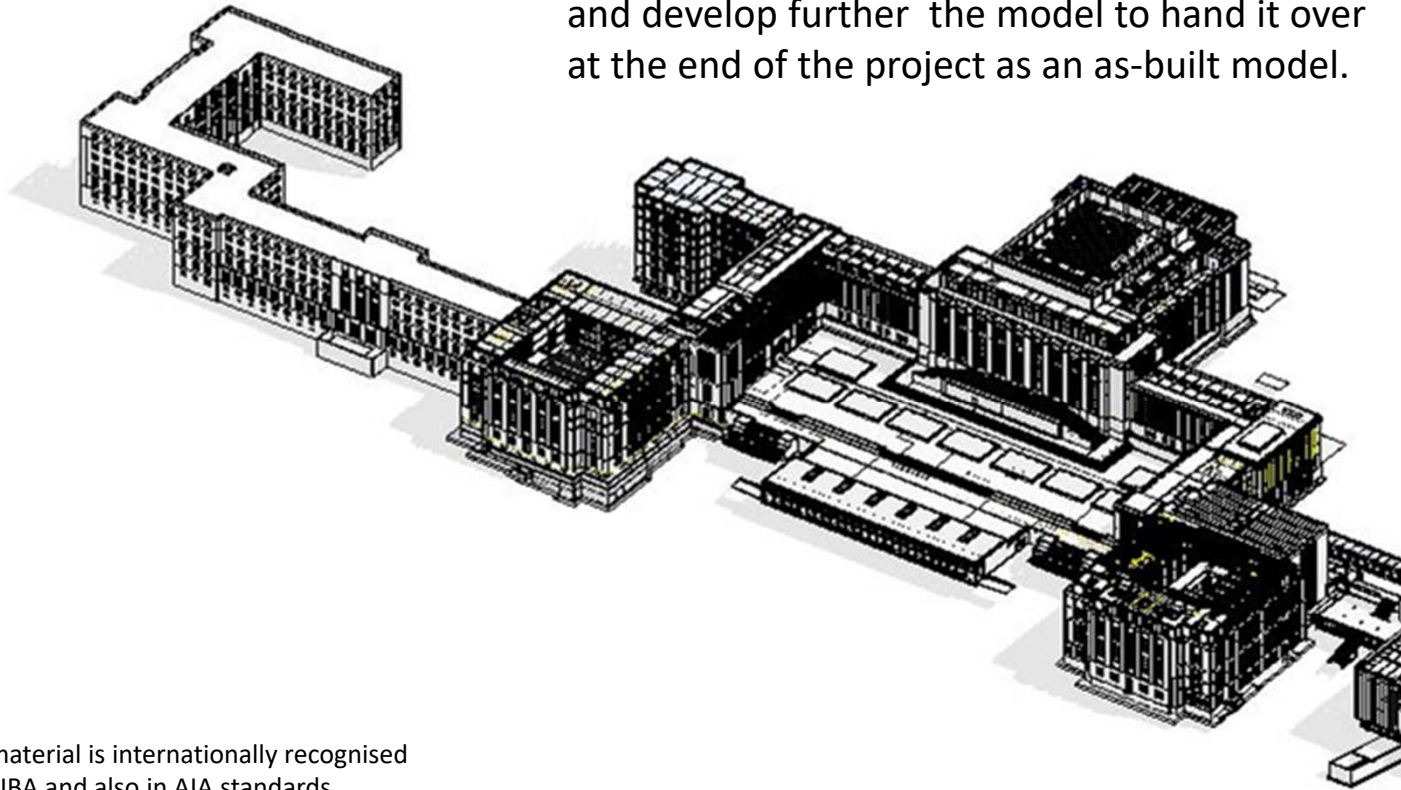
Level of services

	UN	UN Design Contractor	Contractor
Technical Design (RIBA)		X	Design Portions
Construction Support / Additional Design Information		X	
Shop Drawings and Method Statements			X
Supply of IT active equipment	X		
Construction			X
Hand Over			X
Maintenance	X		Limited to a few Technical Installations

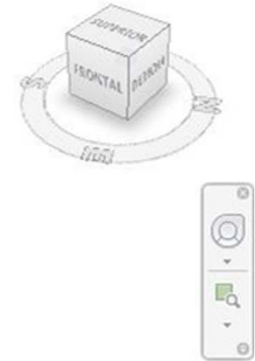
BIM

BIM MODEL

A BIM Model LOD 200/300* will be provided to the contractor with the RFP documentation. The appointed contractor will have to work in BIM and develop further the model to hand it over at the end of the project as an as-built model.



*LOD reference material is internationally recognised from PAS 1142, RIBA and also in AIA standards



Applicable Laws & Legislation Contract

Legislation

- United Nations has full juridical personality
- Standard at least equivalent to the Swiss Construction Industry (OCIRT)

Contract

UN modified contract based on the FIDIC Redbook

Fixed price lump-sum Contract based on:

1. Full Technical Design (RIBA 2013 - Design Stage 4)
2. A full RICS NRM2 Bill of Quantities will be provided
3. Some specialist contractor design required
4. Options and Value Engineering
5. Contract language: English



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**STRATEGIC
HERITAGEPLAN**
SAFETY | SUSTAINABILITY | PATRIMONY



REQUEST FOR PREQUALIFICATION SUBMISSION (RFPQS)

4





UNOG



The RFPQS document and its 11 Attachments

Revision 1 dated 24 April 2018

United Nations Nations Unies



UNITED NATIONS OFFICE AT GENEVA
SWITZERLAND

REQUEST FOR PREQUALIFICATION SUBMISSION (RFPQS) Revision 1 [Expression of Interest (EOI)]

This notice is placed on behalf of United Nations Office at Geneva (UNOG). United Nations Procurement Division (UNPD) cannot provide any warranty, expressed or implied, as to the accuracy, reliability or completeness of contents of furnished information; and is unable to answer any enquiries regarding this RFPQS. You are therefore requested to direct all your queries to UNOG using the mail addresses provided below.

Title of the RFPQS: Renovation of the Historical Building (Buildings A, B, C, D and S) at the Palais des Nations in Geneva, Switzerland	
Date of this RFPQS: 24 April 2018	Closing Date for Receipt of RFPQS: 18 June 2018
RFPQS Number: EOIUNOG15012	
Address RFPQS response by email to the attention of: Bai-Lan Nguyen Barbllo	
Fax Number:	
E-mail Address: unog-shp-tenders@un.org	
UNSPSC Code: 72000000, 72100000, 72110000, 72121101, 72121100, 72120000, 72140000, 72141100, 95120000, 30130000, 30160000, 30170000, 30180000	

RFPQS: Renovation of the Historical Buildings at the Palais des Nations (Buildings A, B, C, D and S) and 11 Attachments: Revision 1

Attachment 1: Overview of Programme of Works

Attachment 2: Levels of Intervention

Attachment 3: Terms and Conditions Applicable to the Swiss Construction Industry (OCIRT)

Attachment 4: Statement of Qualifications Questionnaire

Attachment 5: Confirmation Letter for Participation in the Non-Mandatory Information Session on 10 May 2019 or on 17 May 2018: Revision 1

Attachment 6: Confirmation Letter for Request for an Optional On-Site Visit to the UNOG Premises from 4 May 2018 to 8 June 2018

Attachment 7: Bank Guarantee for Performance

Attachment 8: Consultant Project Directory

Attachment 9: Relevant Experience

Attachment 10: Overall Preliminary Risk Analysis

Attachment 11: Clarifications



UNOG



Vendor Response Form

Return to express
interest by 18 May
2018

VENDOR RESPONSE FORM

TO: Boi-Lan Nguyen Barbillo
Email: unog-shp-tenders@un.org
FAX: Error! Reference source not found.
FROM:

RFPQS
Number: EOIUUNOG15012

SUBJECT: Renovation of the Historical Building (Buildings A, B, C, D and S) at the Palais des Nations in Geneva, Switzerland

NOTICE

- Companies can only participate in solicitations of the UN Secretariat after completing their registration (free of charge) at the United Nations Global Marketplace (www.ungm.org).
- As you express interest in the planned solicitation by submitting this response form, please verify that your company is registered under its full legal name on the United Nations Global Marketplace (www.ungm.org) and that your application has been submitted to the UN Secretariat.
- We strongly recommend all companies to register at least at Level 1 under the United Nations Secretariat prior to participating in any solicitations.

PLEASE NOTE: You can express your interest to this RFPQS by filling out this form manually or electronically (recommended) at:
<https://www.un.org/Depts/ptd/node/add/interest-expressed?EOI=EOIUUNOG15012>

To be completed by the Vendor (All fields marked with an "*" are mandatory)

COMPANY INFORMATION

UNGM Vendor ID Number*:

Legal Company Name (Not trade name or DBA name) *:

Company Contact *:

Address *:

City *:

State:

Postal Code *:

Country *:

Phone Number *:

Fax Number *:

Email Address *:

Company Website:

We declare that our company fully meets the prerequisites A, B, C, D, E and F, for eligibility to register with the United Nations as outlined in the paragraph 1 of the RFPQS INSTRUCTIONS page.

Signature : _____

Date: _____

Name and Title : _____

Content and structure of RFPQS documents

Section 1 and Attachments 1, 2, 3, 7, and 11

provide General information on the requirements

Section 2 and Attachments 5 and 6

provide information on the prequalification procedure

all communications via unog-shp-tenders@un.org

Section 3 and Attachments 4, 9 and 10

provide information on the prequalification criteria and forms

Purpose of Prequalification

The prequalification phase aims:

- to obtain confirmation from firms of their interest and willingness to participate in the Request for Proposal (RFP)
- to provide UNOG all the necessary information to determine, the firm is suitably experienced and qualified to perform the scope of works and if it has the sufficient financial and resource capacities to undertake the works.

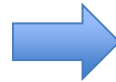
UNOG anticipates, in line with construction industry tendering best practice, that the Request for Proposal solicitation will be issued only to the prequalified firms which have been assessed to have met the relevant criteria.



Prequalification as:

i) a Single Firm, or, as

ii) a Consortium



1 General Information

1.1 Contact Information for the Firm or the Lead Firm (in the case of a consortium)

Name	Telephone Number	Email
In case of absence:		

1.2 Country of Origin of the Firm or the Lead Firm (in the case of a consortium)

Name / Address of the Firm	Country of Origin

1.3 Organization in the Case of a Consortium

In case of a combination of firms, the Statement of Qualifications Questionnaire shall be completed individually by each member of the consortium and returned to UNOG in the same envelope.

In case of a consortium, please indicate below the organization of the combination of firms, providing the information requested for each member of the consortium and defining the currently envisaged distribution of the contract among the members of the consortium in percentage terms.



Name and Address	Works Supplied	% of Contract Distribution
Lead Firm		
Member of Consortium		
Member of Consortium		
Member of Consortium		
Member of Consortium		

Extract Attachment 4

Step A

Mandatory Technical Criteria

(Pass/Fail)

Firms must first pass all
Mandatory Technical Criteria

1. Bankruptcy (PASS / FAIL)
2. Corruption or any other illegal activity. (PASS / FAIL)
3. Contract Termination
4. Bank Guarantee for Performance (PASS / FAIL)
5. Contract Language (PASS / FAIL)
6. Annual Turnover (Revenue) (PASS / FAIL)
7. Registration UNGM
8. Exclusions for Conflict of Interest (PASS / FAIL)
9. Relevant Experience (PASS / FAIL)
 - i. Major renovation projects of operating public buildings (150.000m² last 10 years)
 - ii. Renovation of heritage or high profile buildings (30.000m² last 10 years)
 - iii. Renovation or construction of office buildings high-end finishes (150.000m² last 10 years)
 - iv. Renovation or construction of conference centers (5.000m² last 5 years)
 - v. Implementation of Building Information Management (BIM) (50.000m² last 5 years)

Step B
Scored Technical
Criteria
(120 points)

1. Document Format
(5 points)
2. Project Management
(20 points – maximum 10 pages)
3. Technical Installations, such as Mechanical, Engineering and Plumbing (MEP) Audio Visual, IT systems.
(15 points – maximum four pages)
4. Health, Safety & Environmental Protection Matters (10 points – max two pages)
5. Quality Assurance.
(10 points – max four pages)

Step B

Scored Technical Criteria

(max 120 points)

6. Programme

(10 points – max four pages)

7. Risk Management

(10 points – two pages)

8. BIM Management Plan

(5 points – max four pages)

9. Business Continuity

(25 points – max eight pages)

10. Heritage Management

(10 points – max four pages)

Step C

Scored Technical Criteria Site Visit

(max 10 points)

Only firms which obtain at least 75 points under Step B will be subject to the Scored Site Visit

Reference Project Site should demonstrate:

Ability to organize and manage works in renovation projects of a similar nature and complexity

- business continuity in a live operating building Environment and/or
- renovation of a major building and/or
- renovation of a heritage building

Organisation:

UNOG will pay for the travel of its personnel to project site. The duration of the visit, including travel time, is not expected to exceed one business day.



UNOG



Specific Requirements / Information

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

UNOG reserves the right to verify all information submitted by the firms and to contact any references provided. The information submitted will be treated confidentially by UNOG.

UNOG should receive the Prequalification Submission by midnight (Geneva time) on 18 June 2018 from interested firms.

Completed prequalification submissions to submit by 18 June 2018 email to unog-shp-tenders@un.org

- **Use Attachments 4 (Questionnaire) , 9 (Experience) and 10 (Risks)**

Only pre-qualified vendors will be invited to submit a proposal.

List of pre-qualified vendors will be posted on the UNOG website.

Final Step
Establish List of
Prequalified Firms

Ranking of firms

In accordance with the prequalification criteria

Pass all Mandatory Criteria

Scored Criteria

Obtain a Minimum 85 points for both Part B and Part C, and a minimum of 75 points for Part B



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**STRATEGIC
HERITAGEPLAN**
SAFETY | SUSTAINABILITY | PATRIMONY

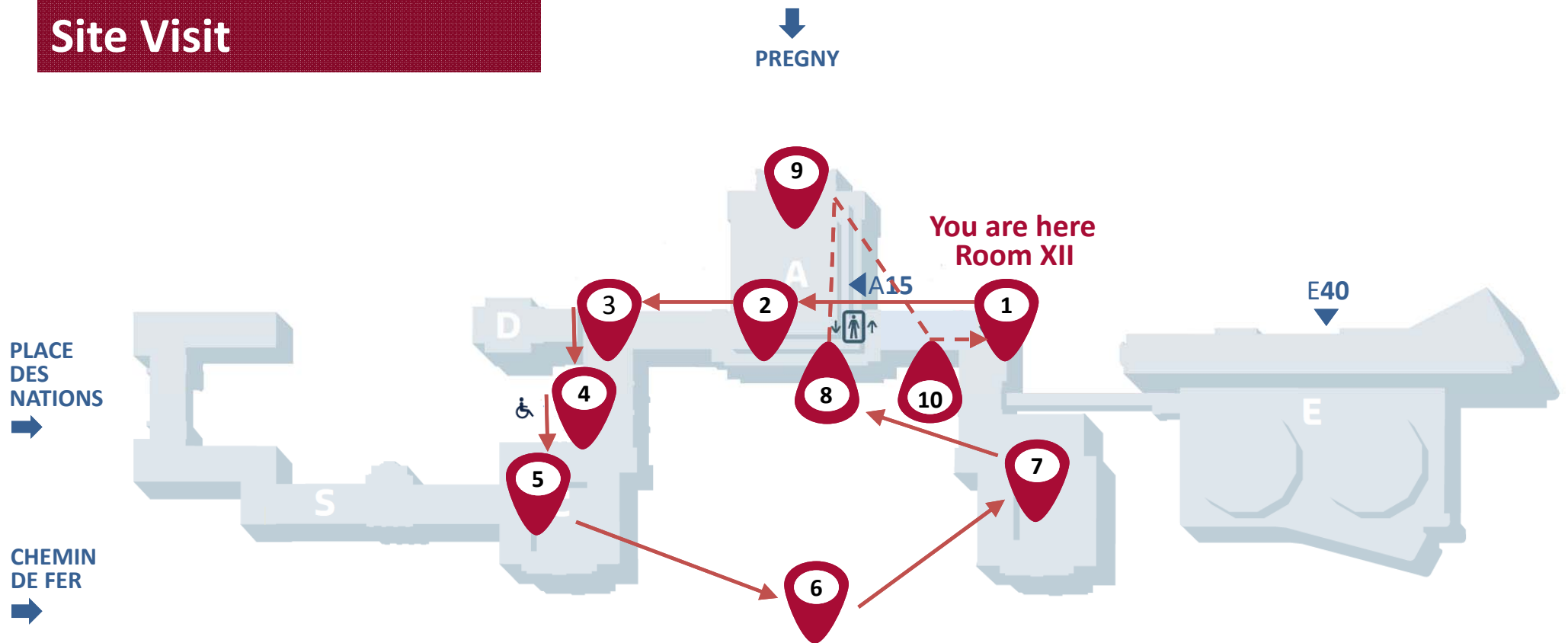


Site Visit

5



Site Visit



1. Building A, Room XII (Conferencing, Heritage)
 2. Building A, Plant Room, Lev.1 (Asbestos, Energy, Fire*)
 3. Building A, A.27, Lev.0 (Electrical, Business Continuity)
 4. Building A, Entrance A.13 (IT, Business Continuity)
 5. Building C, Hall (Press Bar, Amenities, Offices)
 6. Ariana Park, Exterior (Cafeteria Extension)
 7. Building B, Library Entrance (Fire*, Heritage, Archive)
 8. Building A, Cafeteria Corridor (Circulation, Cafeteria)
 9. Building A, Assembly Hall (Conferencing, Fire*)
 10. Building A, Pas Perdus (Heritage, Cafeteria extension)
- *Fire = Fire Code Compliance*

*Fire = Fire Code Compliance



UNOG



THANKS
QUESTIONS

6





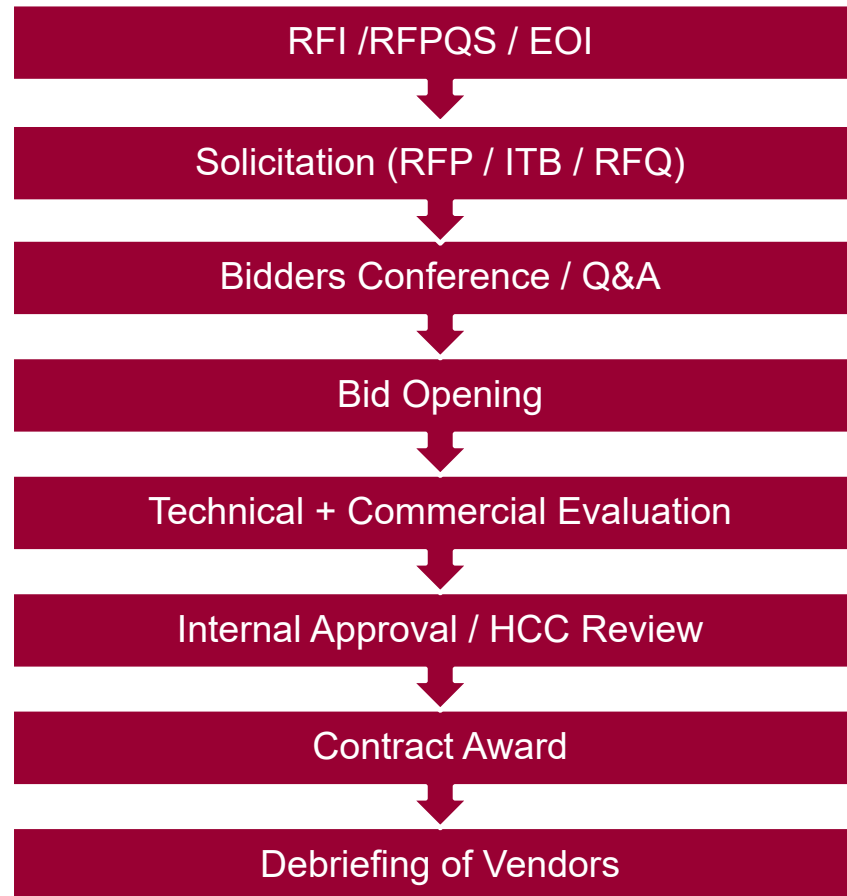
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Next Steps

Main Activity	Date
Submission by firms of their Expression of Interest (EOI)	18 June 2018
Request for Proposal issued (RFPS)	September 2018
Submission Deadline for Proposals by the firms for the RFP	February 2019
Contract Signature	June 2019
Start of Renovation Works	July 2019
Complete the construction Works of the New Permanent Building	Latest by October 2021

Extract



Typical Tender Process Stages

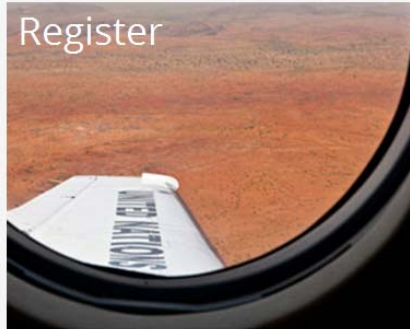


- **Formal solicitation with est. value > USD 500,000**
- **Goods / Services with medium to high complexity**
- **Evaluation of proposals based on both Mandatory Requirements and Scoring methodology (Best Value for Money)**
- **Contract awarded on «Best Value for Money» basis to the bidder submitting the **most economically advantageous bid****

Request for Proposals (RFP)



Register



Business
Opportunities



Contract value > USD 500,000

- Reference letters from three independent, non-affiliated clients/companies;
- Income Statements and Balance Sheet (audited/certified financial statements or equivalent) for the last three years.
- Completed Basic and Level 1 registration.
- Registration level visible in UNGM (email alert).

If not sure send an email to the contact in UNGM or UNOG Procurement

Mandatory Registration at UNGM

Register on-line at: www.ungm.org



UNOG
THE UNITED NATIONS
OFFICE AT GENEVA



I AM A ...

ABOUT UNOG

THE PALAIS DES NATIONS

WHO IS WHO?

WHAT'S ON?

[Member of a Permanent Mission](#)

[Delegate](#)

[Student or Researcher](#)

[Member of a Non-governmental Organization](#)

[Journalist](#)

[Vendor or Supplier](#)

[Visitor](#)

Development at UNOG

Procurement

[Overview](#)

[CPAG](#)

[SHP Procurement](#)

[Global Compact](#)

[Vendor Registration](#)

[Vendor Code of Conduct](#)

[Award Procedure](#)

[Conditions of Contract](#)

[Upcoming Business Opportunities](#)

[Acquisition Plan](#)

[Awards](#)

[Complaints](#)

[Statistics](#)

[Supplier Resources](#)

Well-being

ACCESSIBILITY AT UNOG



ment

Participation to a Business Seminar: How to do Business with the United Nations?

July 9 from 9H00 to 12H00

- Friday October 5 from 14H00 to 17H00
- Tuesday November 20 TBC

[Click here for more information and to register.](#)

Procurement at UNOG is carried out by the Purchase and Transportation Section (PTS), Central Support Services, Division of Administration.

PTS provides purchasing, contracting, business travel and transportation services to the following United Nations offices:

- United Nations Conference on Trade and Development (UNCTAD)
- Economic Commission for Europe (UNECE)
- United Nations Compensation Commission (UNCC)
- Office for the Coordination of Humanitarian Affairs (OCHA)
- United Nations Environment Programme (UNEP) - Regional Office for Europe
- United Nations Institute for Training and Research (UNITAR)
- Office of the High Commissioner for Human Rights (OHCHR)
- Office of the United Nations High Commissioner for Refugees (UNHCR) (business travel and transportation only)
- United Nations Joint Staff Pension Fund Secretariat (UNJSPF)
- United Nations Institute for Disarmament Research (UNIDR)
- United Nations Research Institute for Social Development (UNRISD)
- Chief Executive Board for Coordination (CEB) Secretariat
- United Nations Office for Disarmament Affairs (ODA)
- Joint Inspection Unit (JIU)
- Department of Economic and Social Affairs (DESA)
- United Nations International Strategy for Disaster Reduction Secretariat (UNISDR)

Business Seminar