

**NOTICE FOR TENDER****FOR****ITB FOR PROVISION OF HOTEL SERVICES FOR ACCOMMODATION AND  
CONFERENCE FACILITIES. (ITB CASE NO: ITB/2019/12017)**

1. The United Nations Office for Project Services (UNOPS) now invites bids from eligible bidders for the **Provision of Hotel Services for Accommodation and Conference facilities** in Denmark/Sweden under the terms set forth in the ITB.
2. This tender has been posted in UNGM using the UNOPS eSourcing system and further details on the tender may be accessed on this link. <https://www.ungm.org/Public/Notice/99639>
3. The deadline for bid submission is 25 November 2019 at 13:00 UTC (14:00 hrs in Copenhagen time).
4. UNOPS will hold a Clarifications meeting on 13 November 2019 at 11:00hrs in UN City Copenhagen, Marmorvej 51, DK-2100. Interested Bidders must communicate the names of their representatives who are nominated to attend the clarification meeting and latest one day before the meeting through the eSourcing or through email [BuddhikaK@unops.org](mailto:BuddhikaK@unops.org) in order to obtain an entry permit to UN City.
5. Please note that interested bidders must submit bids in response to this tender using the UNOPS eSourcing system, via the UNGM portal. Bids submitted through sealed envelopes or emails will not be accepted.
6. In order to access the full UNOPS tender details, request clarifications on the tender, and submit a bid to a tender using the system, vendors must be registered as a UNOPS vendor at the UNGM portal and be logged into United Nations Global Marketplace (UNGM).
7. For companies not registered with the United Nations Global Marketplace (UNGM) it is mandatory to do so in order to be able to do business with UNOPS. The United Nations Global marketplace is a database of active and potential suppliers available to all UN and World Bank procurement personnel, and is the main supplier database of more than 20 UN organizations. To register go to [www.ungm.org](http://www.ungm.org), click on "Login and New Registrations" and click on "New Registration" button.
8. For the detailed guidance on how to register on UNGM and submit bids to UNOPS tenders in the UNOPS eSourcing system, please refer to the user guide and other resources available at: <https://esourcing.unops.org/#/Help/Guides>
9. Please note that requests for clarification on this tender will only be responded if submitted through the UNOPS eSourcing system and sent before the deadline for clarifications.
10. Please be advised that UNOPS reserve the right to amend the solicitation documents at any time. Any amendments or clarifications will be updated in UNGM and the eSourcing system and we kindly ask you to check the websites before submitting your bid.