

**REQUEST FOR EXPRESSION OF INTEREST (EOI)****Title of the EOI:**

Provision of a non-discretionary advisor for the Investment Management Division, United Nations Joint Staff Pension Fund (IMD/UNJSPF) in investing and managing Real Assets portion of the Fund's Investments.

Date of this EOI: 7 October 2016**Closing Date for Receipt of EOI at PD:** 18 October 2016**EOI Number:** EOIDA313055**Address EOI response by fax or e-mail for the Attention of:** Dionisio Abalos**Fax Number:****E-mail Address:** abalosd@un.org**UNSPSC Code:** 84120000, 84130000**DESCRIPTION OF REQUIREMENTS**

The Investment Management Division of the United Nations Joint Staff Pension Fund (IMD/UNJSPF) seeks to retain a non-discretionary advisor to advise and assist the IMD in investing and managing the Real Assets portions of the Fund's Investments.

1. The Investment Management Division (IMD) defines Real Assets as including (a) Real Estate and (b) Infrastructure, Timber and Agriculture investments. Investments will primarily be in institutional open or closed-end commingled funds rather than publicly traded securities or in direct Real Asset investments.
2. Although it is preferred to hire one advisor for the entire asset class, the IMD will also consider separate advisors for (a) or (b). Advisors for (b) only must be able to advise on at least two of the three subclasses.
3. IMD has extensive existing investments in Real Estate funds, but is in the process growing its Infrastructure, Timber and Agriculture portion of the portfolio.
4. The advisor will be required to make investment recommendations on a non-exclusive basis. These recommendations will be based on extensive due diligence on each fund and its sponsor, and provided to IMD in written form. The advisor will also provide general research on Real Assets upon request of IMD.
5. The advisor will also advise IMD on enhancing the value of its existing Real Asset investments, as well as new Real Asset investments, as long as it is the advisor.
6. As requested by IMD, the advisor will recommend strategy with respect to Real Asset investments, and provide quarterly reports summarizing the performance of the portfolio as well as listing specific performance for each Real Asset investment in the Fund.

7. The advisor will attend quarterly meetings with IMD staff and the Investments Committee, discussing the portfolio, and answering questions as requested.
8. The advisor will be available for discussion by telephone with IMD staff on a daily basis.
9. Advisor will generally attend annual meetings, in person or by telephone, of each fund in the Real Asset portfolio, as well as attend, in person or by telephone, each fund's investor calls or meetings, unless otherwise instructed by IMD.

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Qualifications:

- (i) a minimum of (5) years proven experience in providing advice to (a) pension funds of Governments (Sovereign or State), (b) Multinational Corporations, and other similar large pension funds in the area of alternative investments;
- (ii) an established track record in providing advice to (a) pension funds of Governments, Multilateral Organisations, (b) Multinational Corporations, and other similar large pension funds or entities in alternative investments;
- (iii) strong professional credentials and qualifications in the investment industry.

Other Information:

1. This is a re-issuance of previous Expression of Interest (EOIDA311295) issued on 27 July 2015. Vendors who responded to the previous EOIDA311295 will be considered and need not respond to this present EOI.
2. Vendors qualified and interested in being considered for the planned solicitation process should complete the Vendor Response Form of this EOI and send it to United Nations Procurement Division (UNPD) – attn. Dionisio Abalos (email: abalosd@un.org) on or before 18 October 2016.

NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <https://www.ungm.org/Public/Notice>

Only the United Nations Global Marketplace (UNGM) has been authorised to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Expressions Of Interest. Vendors

interested in this Tender Alert Service are invited to subscribe on <http://www.ungm.org>

Vendors interested in participating in the planned solicitation process should complete the Vendor Response Form of this EOI and send it via fax or e-mail to United Nations Procurement Division (UNPD) before the closing date set forth above.

VENDOR RESPONSE FORM

TO: Dionisio Abalos

EOI Number: EOIDA313055

FAX:

FROM:

SUBJECT: Provision of a non-discretionary advisor for the Investment Management Division, United Nations Joint Staff Pension Fund (IMD/UNJSPF) in investing and managing Real Assets portion of the Fund's Investments.

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 and ensure that your company is registered under its **full legal** name with the **UN Secretariat** on the United Nations Global Marketplace (www.ungm.org).
- We strongly recommend all companies to register at least at **Level 1** under the United Nations Secretariat prior to participating in any solicitations.

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

COMPANY INFORMATION

UNPD Vendor ID Number:	UNGM Vendor ID Number*:	
Legal Company Name (Not trade name or DBA name) *:		
Company Contact *:		
Address *:		
City *:	State:	
Country *:		
Telephone 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 EOI INSTRUCTIONS page.

Signature : _____

Date: _____

Name and Title : _____

EOI INSTRUCTIONS

1) Registering as a Vendor with the United Nations

Vendors interested in fulfilling the requirement described above must be registered at the UN Global Marketplace (www.ungm.org) with the UN Secretariat in order to be eligible to participate in any solicitation. Information on the registration process can be found at <http://www.un.org/Depts/ptd>.

Prerequisites for Eligibility

In order to be eligible for UN registration, you must declare that:

- A. Your company (as well as any parent, subsidiary or affiliate companies) is not listed in, or associated with a company or individual listed in:
 - I. the Compendium of United Nations Security Council Sanctions Lists (http://www.un.org/sc/committees/list_compend.shtml), or
 - II. the IIC Oil for Food List website or, if listed on either, this has been disclosed to the United Nations Procurement Division in writing.
- B. Your company (as well as any parent, subsidiary or affiliate companies) is not currently removed or suspended by the United Nations or any other UN organisation (including the World Bank);
- C. Your company (as well as any parent, subsidiary or affiliate companies) is not under formal investigation, nor have been sanctioned within the preceding three (3) years, by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice;
- D. Your company has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against your company that could impair your company's operations in the foreseeable future;
- E. Your company does not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with the Vendor in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15).
- F. Your company undertakes not to engage in proscribed practices (including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice), with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN.

For Registered Vendors: Vendors already registered at the UN Global Marketplace with the UN Secretariat must ensure that the information and documentation (e.g. financial statements, address, contact name, etc.) provided in connection with their registration are up to date in UNGM. Please verify and ensure that your company is registered under its full legal name.

For Vendors Interested in Registration: Vendors not yet registered should apply for registration on the United Nations Global Marketplace (<http://www.ungm.org>); information on the registration process can be found at <http://www.un.org/Depts/ptd>. Vendors must complete the registration process prior to the closing date of the REOI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the REOI are not considered eligible to participate in solicitations of the UN Secretariat. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

IMPORTANT NOTICE: Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.

2) EOI Process

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to the United Nations Procurement Division (UNPD) by the closing date set forth in this EOI. *Due to the high volume of communications, UNPD is not in a position to issue confirmation of receipt of EOIs.*

Please note that no further details of the planned solicitation can be made available to the vendors prior to issuance of the solicitation documents.

This EOI is issued subject to the conditions contained in the EOI introductory page on the UNPD Website indicated above.