

ANNOUNCEMENT ON PROCUREMENT SYSTEM TRANSITION

Dear Suppliers,

We would like to share with you an update on UNHCR's supply-chain management reform process. Commencing on **16/09/2024**, UNHCR will introduce a new and more efficient tool to manage solicitation processes. By opting for a cloud-based Enterprise Resource Planning (ERP), UNHCR as an organization joins a growing number of organizations choosing to manage their functions through an ERP service.

The new Cloud ERP is an interactive platform, and all suppliers will be requested to use it, enhancing the procurement process, and improving communication and transparency. The new system will support one stop center for vendor self-registration, participating in tenders, as well as managing and archiving Purchase Orders, Contracts, and other related documentation.

Going forward, participation in UNHCR tenders (Requests for Quotations, Request for Proposals, Invitations to Bid) will necessitate **supplier self-registration within the new Cloud ERP system** via the Supplier Portal. In addition, all suppliers will need to submit their bids/offers through the new Cloud ERP system.

You may find relevant information using the following link:

<https://www.unhcr.org/get-involved/work-us/become-supplier/how-become-supplier>

Of course, UNHCR Greece is also part of this transformation process on publishing new tenders. You may find our announcements under our UNHCR Greece tender site <https://www.unhcr.org/gr/tenders>

Rest assured that our operation in coordination with the Regional Bureau for Europe has taken every step to ensure that the transition will be as seamless as possible.

For any queries, please contact us at the UNHCR Greece Procurement Mailbox: greatprocure@unhcr.org

We appreciate your patience and commitment as we transition into this new phase of our operations.

At the same time please be informed that your company may be registered on the United Nations Global Marketplace (UNGM). You may find relevant information using the following link: <https://www.ungm.org/>

Yours sincerely,

Supply Unit

UNHCR Greece| Country Office in Athens

Phone: 0030 216 200 7800| Fax: 0030 2106726417|

Email: greatprocure@unhcr.org

Address: 91, Michalakopoulou str., GR-11528, Athens

www.unhcr.org, www.unhcr.gr, <http://www.withrefugees.gr/>