

REQUEST FOR EXPRESSION OF INTEREST



21 September 2026

REQUEST FOR EXPRESSION OF INTEREST (EOI) **For the Supply of Food Commodities, Good and Services** **Closing on 31 of October 2026 at 13:00 hrs (Rome Local Time)**

Background

1. The United Nations World Food Programme hereinafter referred to as the "WFP", with its Headquarters located in Via C.G. Viola, 68/70, 00148 Rome, Italy is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience by assisting almost 100 million people in around 83 countries.
2. Through this request for Expression of Interest, WFP invites eligible suppliers to express their interest in providing food, goods & services.

The purpose of this EOI

3. The purpose of this request for EOI is to identify suppliers with verified technical and financial capacity to provide WFP with food, Goods & services. Eligible suppliers will be invited to participate in the bidding process for future requests.
4. After the deadline for submission of responses has passed, WFP will evaluate responses received and will notify eligible participants of the outcome of the evaluation.
5. At tender stage, WFP may request vendors to comply with more stringent and specific technical criteria. The required technical specifications will be attached to each specific tender invitation (for example, WFP purchases food as per these technical specifications - [hyperlink](#)).

How to prepare and submit your Expression of Interest

6. In order to participate in the pre-qualification exercise, companies are required to one organized email to email WFPProcurement.EOI@wfp.org with the following:

Part A: The filled in EOI Response Form, which includes:

- Table I: WFP Requirements
- Table II: Supplier Information
- Table III: Supplier Financial Status
- Table IV: Supplier Relevant Experience
- Table V: Signatory by the authorized company representative and company stamp.
- [List any additional required documents, as applicable];

Part B: Additionally, please submit following supporting documents:

- Business license or registration certificate
- Audited statement last three years.
- [List any additional required documents, as applicable];

7. All supporting documentation listed above shall be prepared in accordance with the instructions provided.
8. WFP will not consider incomplete or unsigned submissions. All responses and supporting documentation received will be treated as strictly confidential and will not be made available to the public.
9. This request for EOI does not constitute a solicitation. WFP reserves the right to change or cancel this request for EOI at any time during the process; any such action will be communicated to all participants.

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10. WFP may receive funding from third-party donors, which may impose specific requirements or obligations relating to the use of WFP rosters for certain purchases. WFP reserves the right to ask you to comply with such donor-imposed requirements or obligations as may be communicated in writing by WFP during the term of this registration, any agreement, or purchase order.

Part A: WFP forms to be filled by supplier and submitted as part of EOI response.

TABLE I. WFP REQUIREMENTS

SR. #	List of WFP requirements / evaluation criteria	Offered by Supplier Yes/No	Details of the Food Commodities, Goods and Services Offered
1	Food Commodities	☐	
2	Supply of Goods	☐	
3	Provision of Services	☐	

TABLE II. SUPPLIER INFORMATION

Supplier Information			
1	Legal Name of Company/Organization:		
2	Country of Domicile:		
3	Full Address:		
4	Primary E-mail address: (This email will serve as the primary contact for all future correspondences, including tender notifications)		
5	Name of the primary contact person: (including Title – Mr./Ms)		
6	Designation:		
7	Telephone (Landline): +Country Code Area/City Code and Phone Number		
8	Mobile Number: +Country Code Area/City Code and Phone Number		
9	Registration with UNGM (www.ungm.org)	Yes ☐ No ☐	UNGM No.
10	Company/Organization Business Registration Number:		Date of Registration (DD/MM/YYYY):
11	Additional company/organization background information: [If applicable, insert not more than 100 words]:		

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TABLE III. SUPPLIER FINANCIAL STATUS

Company / Organization's Financial Status	
Item	Value USD
Gross Turnover 2023	
Gross Turnover 2024	
Gross Turnover 2025	
<i>Maximum contract value in relation to which your Company can be engaged:</i>	
USD 0 – 30,000	☐
USD 30,000 – 100,000	☐
USD 100,000 – 500,000	☐
above USD 500,000	☐
Maximum "Bank Guarantee" amount available to the Company/Organization	
Last three years audited accounts or alternative assessed within WFP's discretion are attached to prove the information stated above	☐

TABLE IV. SUPPLIER RELEVANT EXPERIENCE

List at least three (3) contracts in the last five years relevant to the supply of food commodities, good and / or services being offered to WFP and provide additional relevant supporting documents for further information (i.e. certificates of completion, letters of recommendation, completion reports, etc.).

Company / Organization's Relevant Experience				
Commenced (Month / Year)	Completed (Month / Year)	Type of Contract	Total Value (Equivalent USD)	Client Organization Name and Contact Details

TABLE V. SIGNATORY & ORGANIZATION STAMP

Signatory and Organization Stamp			
Name of Company/Organization:			
Name of the authorized representative:		Signature:	
Title:		Date:	

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Part B: Supporting documents to be submitted by supplier as part of the EOI response.

- Business license or registration certificate
- Audited statement last three years.

Should you have any questions please do not hesitate to contact us at WFPProcurement.EOI@wfp.org

Sincerely,

A handwritten signature in black ink, appearing to read 'Sofiane Essayem', is written over a horizontal line.

Sofiane Essayem

**Head Coordinated Markets
Procurement**
Supply Chain & Delivery Division
World Food Programme