



## General Secretariat (SG)

Geneva, 15 April 2021

Ref.: **CL-21/16**

To: ITU Member States

E-mail: [newbuilding@itu.int](mailto:newbuilding@itu.int)

Subject: **Request for pre-qualification for the subsequent Request for Proposal, in relation to the construction of the new ITU Headquarters building in Geneva, Switzerland.**

Dear Sir, Madam,

In its Decision 588 of 10 June 2016, the ITU Council decided to replace the Varembe building by a new building that would also incorporate the staff and facilities of the Tower building.

The Secretary-General was instructed to approach Switzerland for an interest-free loan of up to CHF 150 million to finance this project. The loan request was submitted at the end of 2019 and in January 2021, the Host Country approved a 50-year term interest-free loan to finance construction of the new building.

The project has subsequently advanced through successive design phases and the construction permit request was submitted in December 2020 to the local authorities. The authorization procedure is expected to be finalized in June 2021.

For additional information the following documents can be consulted under:

- [Resolution 212](#) adopted at the Plenipotentiary Conference 2018;
- [Decision 619](#) adopted at the additional session of the Council 2019;
- Annual Progress Reports on the Union's headquarters premises project submitted for each session of the [ITU Council](#).

The project has now commenced preparation of the tender documentation for the selection of a General Contractor for the construction of the new building. Consequently, ITU wishes to inform Member States of its intent to publish a request for pre-qualification in September 2021. This request will invite qualified and reputable companies to submit an expression of interest and supporting documentation in order to be selected for participation in the upcoming Request for Proposal.

It shall be noted that ITU will organize a webinar to present an overview of the New Building Project and the associated ITU Procurement procedures in October 2021. Information on the webinar will be included in the request for pre-qualification and displayed on the [ITU web site](#).

ITU would highly appreciate Member States' support in informing qualified firms of this upcoming business opportunity, and inviting them to access the United Nations Global Marketplace at [www.ungm.org](http://www.ungm.org) for more details on how to express interest in participating in this pre-qualification process.

Yours faithfully,

*(signed)*

Houlin ZHAO  
Secretary-General

Cc: Permanent Missions of ITU Member States