国連グローバルマーケット(UNGM)企業登録手順

- 1. UNGM ホームページアドレスにアクセス: WWW.UNGM.OTg
- 2. Registerをクリック

GO UNITED NATIONS



3. Suppliers をクリック



4. アカウントの作成

* の欄をは記入必須項目

サプライヤー行動規範を確認し、Send the activation link をクリック

GLOBAL MARKETPL	NS ace	€nglish ∨	(?) Help Center ☑	Log in
	SUPPLIER ACCOUNT CREATION			
Home Procurement Opportunities				
Contract Awards	Company details			
Supplier Code of Conduct	Company name *			
United Nations Standard Products and Services Code (UNSPSC)	License number *			
Help Center				
Knowledge Center	Country *			
UN Procurement Statistics				
	Company director details			
	First name *			
	Last name *			
	User details			
	□ The company director details in the previous step and the user details are the same.			
	First name *			
	Last name *			
	Email address *			
	Confirm email address *			
	Password *			
	Confirm password *			
	How did you hear about UNGM?			
	Source * Select an option			
	Referral comments			
	U We have read and acknowledge the UN Supplier Code of Conduct 🖾 as the minimum standards expected of suppliers to the United Nations and its or	ganizations.		
	Send the activation link			

5. UNGM <no-reply@ungm.org>からメールが届

登録したメールアドレス宛に届いたリンクをクリックし、アカウントを有効にする ④24時間経過してもメールが届かない場合、迷惑メールを要確認

6. ログインする

7. アカウントを起動させる

		ACT	IVATE YOUR ACCOUNT		
		Please activate your acc	ount to get access to all the functionalities	of UNGM	
Home Tender notices	MY UNGM REGISTRATION	I - STATUS			
Contract awards Tender Alert Service	0	2	3	4	V
Code of conduct UNSPSC	Account created	Account activated	Registration started	Registration completed but not submitted	Registration submitted
Help Conter Knowledge center UN Procorement Statistics	l≯				
		Please Click the link in the of Male state of the Male state of the Male state of the state of t	activate your mail we set to these your grade lader. The second et al of the to charge mail actives:	account articles your scould crypydingm ag tabe amol	
		© 2021 - United Nati	ons Global Marketplace + Terms and Con	dices	

8. 企業登錄	录をする(<mark>・</mark>	ベーシックレベル	<mark>-</mark>)			
下記、①番から川	順に会社情報	報を登録				
0	-0	••••		6	6	
General Information	Address	Countries of Business	Contacts	Goods and Services	Declaration of Eligibility	Basic Registration Submitted

①一般情報

eneral company i	nformation		Company's cont	act information
mpany name *	EOS REGISTRATION	Change company name	Telephone country code *	Type a country or territory nt
sde name			Telephone number *	
			The Telephone number field is	s required.
rent company				
			Fax country code	Type a country or territory na
mpany type *		~		\searrow
Company type field is required.			Fax number	
ense number " ence is required.			Website	
untry or territory *		×		
e Country or territory field is requ	ired.			
ar established *				
e Year established field is required	d.			
imber of employees *	9	*		
rector's first name * e Director's first name field is requ	vired.			
rector's last name *				
e Director's last name field is requ	ired.			
mpany's ownersł	nip			
moanu's ownership tupe *	Not poplicable			
	O Privately-owned			
	O Publicly-traded			
	O Part of a business conglor	merate		
sability inclusion				
sability inclusion				
A disability-inclusive s	upplier is a supplier which ma	akes a dedicated, consistent, and measurab	le effort to implement disability-inclusive practices. Suppliers can	show that they are disability-inclusive through a variety of means such as having an organizational p
on disability inclusion products following Ur	, recruiting and hiring people niversal Design principles or o	with disabilities, offering reasonable accom others.	modation to candidates and personnel with disabilities, providing	accessible premises, ensuring that their supply chains are disability-inclusive, manufacturing access
shility inclusion *	Net and if a			
aniiry inclusion -	 Not specified Disability-inclusive supplier 	ēr.		
	 Enseminy-inclusive supplie 			

②御社のアドレス

ompany address information	Post office box address (optional)
use number	Post office box number
Idress line 1 %	Post office box postal code
Idress line 2	City or town for post office box
Idress line 3	Country or area
ty or town * Cty or town field is required.	
untry or territory *	
stal code 🗸	

③登録タイプ

- 国内若しくは海外を選択
- 国を選択(複数可)

* required field
Geographical scope
National: to do business only in the country in which your company is registered. International: to do business outside the borders of the country in which your company is registered. Remember to include your own country in the list.
O National 🖲 International
Country or areas of business
Select and list the countries in which your company is able to supply goods and services to UN organizations.
No countries/areas are selected. It is assumed that you are able and interested in doing business in all countries/areas.
Country or area
Select all Remove all

* required field		
Marca and a second		
My contact details		
First/given name * The First/given name field is required		
Middle name		
Surname * The Surname field is required.		
Job title/position * The Job title/position field is required.		
Country or area *	×	
Email	stun1957@yahoo.com	
Telephone country code *	Type a country or territory ne 🖌	
Telephone number * The Telephone number field is requin	d.	
Extension		
Mobile country code	Type a country or territory ne	
Mobile number		
© Countries of Busi	ness	Save and continue O
Account Contact De	tails	
Email Job tit Count Telepr	stun1957@yehoo.com e/position: ECO y: Vilited States of America one number: United States of America (~1) 9173672834	
		Primary contact
Invited contacts		
Invite your colleagues	to access your company account using their email address. They will be able to create their own access to the account. We recommend you not to share your email address and password.	
Invite another contact		

④連絡先 (連絡先は複数の登録が可能)

⑤品目及びサービス

• 御社の製品・サービスにあてはまるコードを選択(複数可)

* required field	
The United Nations Standard Products and Services Code® (UNSP) These codes are used to classify products and services : In the ca information, read the following articles from our Help Center: <u>What are United Nations Standard Products and Services Code</u> How to select United Nations Standard Products and Services Code	(CB) is a global classification system of products and services. Is of suppliers, to classify the products and services of their company, and in the case of UN staff members, to classify the products and services when publishing procurement opportunities. For more less less
Select codes for your goods and services	Show selected codes
A - New materials, Chemicals, Paper, Poer 7	
C Component & Supplier,)	
D - Construction Transportation & Facility Equipment & Supplies	
E - Medical Laboratory & Test Equipment & Supplies & Pharmaceuticals	
F - Food. Cleaning & Service Industry Equipment & Supplies & History & Cleaning & Service Industry Equipment & Supplies >	
G - Business. Communication & Technology Equipment & Supplies	
H - Defense, Security & Safety Equipment & Supplies	
I - Personal, Domestic & Consumer Equipment & Supplies >	
J - Services)	
© Contacts	Save and continue

⑥適格性の申告

Procession of Eligibility	(* required field
Constraints and the constraints and select one of the options provided Constraints and the constr	Declaration of Eligibility
 1.9 EXERGENTEATION is not company or individual prohibited from being engaged in procurement by any of the Organizations within the Unkel Nations system and the World Bank Group. 2.9 EXERGENTEATION is not currently ineligible, removed or suspended by any of the Organizations within the Unkel Nations system and the World Bank Group. 2.9 EXERGENTEATION is not currently ineligible, removed or suspended by any of the Organizations within the Unkel Nations System and the World Bank Group. 2.9 EXERGENTEATION has not declared bankruptor, are not involved in bankruptor or receivership proceedings, and there is no judgment or pending legal action against them that could limpair their operations in the Unkel Nations System and the World Bank Group. 2.9 EXERGENTEATION busines not sengage in proceedings against or dispuses with a UN entry. 3.9 EXERGENTEATION busines not sengage in proceedings against or dispuses with a UN entry. 3.9 EXERGENTEATION busines not sengage in proceedings against or dispuses with a UN entry. 3.9 EXERGENTEATION busines not sengage in proceedings against or dispuses with a UN entry. 3.9 EXERGENTEATION busines not sengage in proceedings against or dispuses with the Unkel Nations System and the Unkel Nations Global Markeplace, shall immediately inform the Unkel Nations Global Markeplace thereof. EOS EEGENTEATION understands that non-complane test requirement will automatally render the EOS EEGENTEATION indiges. Sected engage A to date for the formation the section of proceedings against continues at the section () conditions described above, for the sections strong on the understanding that the EOS EEGENTEATION understands that non-complane test requirement will automatally render the EOS EEGENTEATION indiges. A to the section represent, is a to EOS EEGENTEATION indiges and the section () conditions described above, for the sections provide basin, for the engage is provide a private (Resear pro	Please review the following seven (7) conditions and select one of the options provided
1. Os RGGSTRATION is not currently ineligible, renoved or suspended by any of the Organizations within the Unked Nations system and the World Bank Group. 3. Os RGGSTRATION is not currently ineligible, renoved or suspended by any of the Organizations within the preseding three []) years by any national authority of a Uniked Nations Member State for engaging or having engaged in prescribed practices, including but not limited to: corruption, fraud, coercion, collusion, fraud, coercion, collusion, distruction, or any other unitelial gradies and the Organization and the Section and decisions and the Organization and the Orga	1. EOS REGISTRATION is not a company or associated with a company or individual prohibited from being engaged in procurement by any of the Organizations within the United Nations system and the World Bank Group.
 1. Bit RGBTRATION is not used formal instagation, or has been aastoloned within the precedings there (3) years by any national authority of a United Nations Manheter State for engaging or having engaged in preceding practices, including but not limited to corruption, fraud, coercion, collusion, dearwork understate Data Nuclear State for engaging or having engaged in preceding practices, including but not limited to corruption, fraud, coercion, collusion, dearwork understate Data Nuclear State for engaging or having engaged in preceding practices, including but not limited to corruption, fraud, coercion, collusion, dearwork under state for engaging or having engaged in preceding against the time of the Coercise (3) with any of the Organization within the United Nations System and the Work State for engage in preceding against or despute in preceding the role United State for engage in the coercise (3) with any of the Organization within the United Nations System and the Work State for engage in the coercise (3) with any of the Organization within the United Nations State State Mathematice); inform the United Nations State State Mathematice (3) with any of the Organization within the United Nations State State Mathematice); inform the United Nations State State Mathematice (3) with any of the Organization within the United Nations State State Mathematice); inform the United Nations State State Mathematice (3) with any of the StateState StateStateStateState (3) with any of the StateStateStateStateStateStateStateSta	2. EOS REGISTRATION is not currently ineligible, removed or suspended by any of the Organizations within the United Nations system and the World Bank Group.
 4. DG SEGUSTRATION has not declared barkruptly, are not involved in barkruptly or receiventip proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseable future. 5. DG SEGUSTRATION understates not to engage in proceeding against or definited to: compton, folus/ison obstruction, on any other underlaal practice), which any of the Organizations within the United Nations system and the World Bark Group, and to conduct business in a manner that server any finance), comparison in order under ratio to the Organization of other under ratio to the Organization of which against the United Nations system and the World Bark Group, and to conduct business in a manner that server any finance). 6. Or the case that EOS REGISTRATION shustion that manage with egan do any of the sustements listed above, after having been included in the United Nations Global Marketplace, shull immediately inform the United Nations Global Marketplace thereof. EOS REGISTRATION understands that non-compliance the requirement will automatically render the EOS REGISTRATION independence and the server () Condition described above and agrees to immediately inform the United Nations Global Marketplace of any change. Sected and proceeding server, i.e. EOS REGISTRATION meets all the server () conditions described above at the time and lisabit the entity's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide the provide the entity application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide the provide the entity's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide the provide the entity's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide the entity's application on the understanding that the EOS REGISTRATION needs	3. EOS REGISTRATION is not under formal investigation, nor has 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 unethical practices.
2. EQS SEGUINATION uses not have any legal proceedings against or disputes with a UN entry. 3. EQS SEGUINATION uses not have any legal proceedings against or disputes with a UN entry. 4. EQS SEGUINATION uses not have any legal proceedings against or disputes with a UN entry. 5. EQS SEGUINATION uses not have any legal proceedings against or disputes with a UN entry. 5. In the case that EQS SEGUINATION statution charges with regurd to any of the Organization within the United Nations System and the World Bank Group. 5. In the case that EQS SEGUINATION indegrates the regurd to any of the satements listed above, after having been included in the United Nations Global Markeplace, shall Immediately inform the United Nations Global Markeplace thereof. EQS SEGUINATION understands that non-compliance that the requirement will automatically render the EQS SEGUINATION indigibil. 5. Select an option 6. On the case that Immediately inform the United Nations Global Markeplace of any charge. 6. On the base of my knowledge, the entry that I represent. Le EQS SEGUINATION meets all the serven [7] conditions described above, for the reasons provided below. (Prease provide angle information at to why the EQS SEGUINATION needs to provide and the information later. (Please provide angle information at to why the EQS SEGUINATION needs to provide and the information later. (Please provide angle information at to why the EQS SEGUINATION needs to provide the information later. (Please provide above, at the entry is application on the understanding that the EQS SEGUINATION needs to provide the information later. (Please provide above, at the the entry is application on the understanding that the EQS SEGUINATION needs to provide the information later. (Please provide above, at the time and Isubmit the entry is application on the understanding that the EQS SEGUINATION needs to provide the information later. (Please provide above, at this time and Isubmit the entry is application on the understanding that the EQS SEGUINATION needs to provi	4. EOS REGISTRATION has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseable future.
	5. EOS REGISTRATION does not have any legal proceedings against or disputes with a UN entity.
2. In the case that DOS REGISTRATION shutsion manages with regard to any of the statements listed above, after having been included in the United Nations Global Marketplace, shall immediately inform the United Nations Global Marketplace thereof. EOS REGISTRATION understands that non-compliance with this requirement will automatically render the EOS REGISTRATION indegrates the EOS REGISTRATION indegrates the entry that immediately inform the United Nations Global Marketplace, shall immediately inform the United Nations Global Marketplace thereof. EOS REGISTRATION understands that non-compliance with this requirement will automatically render the EOS REGISTRATION indegrates the entry is the entry of the transmitted in the entry of the states of any change. O To the best of my involvidges, the entry that I represent, i.e. EOS REGISTRATION meets all the server (f) conditions described above, for the reasons provided below. (Please provide ample information at to why the EOS REGISTRATION needs to provide the information later. (Please provide ample information at to why the EOS REGISTRATION needs to provide the information later. (Please provide above, at this time and I submit the entry's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide above, at this time and I submit the entry's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide above, at this time and I submit the entry's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide above, at this time and I submit the entry's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide above, at this time and I submit the entry's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide above, at this time and I submit the entry's application on the understanding tha	6. EOS REGISTRATION undertakes not to engage in proscribed practices (including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice), with any of the Organizations within the United Nations system and the World Bank Group, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the Organization(s) within the United Nations system and the World Bank Group.
Select an option To the best of my knowledge, the entry that I represent, i.e. EOS REGISTRATION meets all the seven (7) conditions described above and agrees to immediately inform the United Nations Global Markeplace of any change. O Koth emery that I represent, i.e. the EOS REGISTRATION meets all the seven (7) conditions described above, for the reasons provided below. (Please provide ample information at to why the EOS REGISTRATION codes not meet all the seven (7) conditions described above, for the reasons provided below. (Please provide ample information at to why the EOS REGISTRATION codes not meet specific criteria). O I cannot confirm and declare that the entry that I represent, i.e. EOS REGISTRATION, meets all seven (7) conditions described above as this time and I submit the entry's application on the understanding that the EOS REGISTRATION needs to provide the information later. (Please provide englination below). C Coods and Services	7. In the case that EOS REGISTRATION situation changes with regard to any of the statements listed above, after having been included in the United Nations Global Marketplace, shall immediately inform the United Nations Global Marketplace thereof. EOS REGISTRATION understands that non-compliance with this requirement will automatically render the EOS REGISTRATION ineligible.
To the best of my knowledge, the entity that I represent, i.e. EOS REGISTRATION meets all the seven (7) conditions described above and agrees to immediately inform the United Nations Global Marketplace of any change. O No, the entity that I represent, i.e. the EOS REGISTRATION meets all the seven (7) conditions described above, for the reasons provided and below. (Please provide ample information at to why the EOS REGISTRATION oces not meet apecific criteria). O I control confirm and described above, and present and its the entity's application on the understanding that the EOS REGISTRATION needs to privide the information later. (Please provide application on the understanding that the EOS REGISTRATION needs to privide the information later. (Please provide above, stills time and I submit the entity's application on the understanding that the EOS REGISTRATION needs to privide the information later. (Please provide above, stills time and I submit the entity's application on the understanding that the EOS REGISTRATION needs to privide the information later. (Please provide above, at this time and I submit the entity's application on the understanding that the EOS REGISTRATION needs to privide the information later. (Please provide above, at this time and I submit the entity's application on the understanding that the EOS REGISTRATION needs to privide the information later. (Please provide explanation below). O Coods and Services	C Select an option
© Goods and Services	To the best of my knowledge, the entry that I represent, i.e. EOS REGISTRATION meets all the seven (7) conditions described above and agrees to immediately inform the United Nations Global Marketplace of any change. O No, the entry that I represent, i.e. the EOS REGISTRATION sees not meet all the seven (7) conditions described above, for the reasons provided below. (Please provide ample information as to why the EOS REGISTRATION sees not meet specific criteria). O No, the entry that I represent, i.e. EOS REGISTRATION meets all the seven (7) conditions described above, for the reasons provided below. (Please provide ample information as to why the EOS REGISTRATION needs to provide the information later. (Please provide explanation below).
	Goods and Services

① ~⑥を登録後、最後に機関の登録(複数可)

• Manage Agency Submissions をクリック

0	2	3		5	6	
General Information	Address	Countries of Business	Contacts	Goods and Services	Declaration of Eligibility	Basic Registration Submitted
Edit	Edit	Edit	Edit	Edit	Edit	View
* required field						
		Congratulations! The	supplier Basic registration h	nas been submitted.		
		Your company is	now registered with 21 org	ganizations.		
		M	ly Submissions Statuses			
		Now you need to actively se	eek and participate in pro	ocurement opportunities.		
		Right now, there a	re 640 active procurement	opportunities.		
		Save tir	ne and reso	Ircas		
		Jave cri With the	Tender Alert Service			
	rece	eive active procurement op	portunities matching	your products and serv	rices.	
		Learn	more about the aler	<u>ts.</u>		
	(\mathbf{P})		220		O	
	$\overline{}$					
Si	ave time	N	Nultiple recipients		Customizable	
Receive emails as soon a settings is r	as a tender corresponding published on UNGM.	to your Let your colle	eagues benefit from the ser	vice too.	Get notified of relevant tend	ders only.
			_			
			SUBSCRIBÉ NOW			

以上、ベーシックレベル登録完了

選UNGM の登録番号は必ずお控えください。

レベル1への登録申請の仕方

ベーシックレベルに登録後、レベル1への登録申請が可能

Registration at Level 1 をクリック

			SUPPLIEF	REGISTRATION			
Home							
Procurement Opportunities	0	•	•	•	•	•	
Contract Awards		4	9		9	•	
Tender Alert Service (TAS)	General Information	Address	Countries of Business	Contacts	Goods and Services	Declaration of Eligibility	Basic Registration
Supplier Code of Conduct	_	_	_	_		_	Submitted
United Nations Standard Products and Services Code (UNSPSC)	Edit	Edit	Edit	Edit	Edit	Edit	View
Help Center 🖄							
Knowledge Center	* required field						
UN Procurement Statistics							
upplier Section			Congratulations	upplier Basic registratio	on has been submitted		
Dashboard			congraculations: mes	upplier basic registratio	innas been submitted.		
Settings			Your company is	now registered with 21	organizations.		
Registration at Basic Level				6 1 1 1 6 6 A			
My Journasions Statuses			IV.	<u>/ Submissions Statuses</u>	S		
Registration at Level 1	>						
Registration at Level 2			Now you need to actively se	ek and participate in	procurement opportunities.		
My Documents			Pight now thore a	o C 40 petito programo	ant apport unities		

1. 法人登記証明書 (定款の証明書)

Certificate of incorporation $\mathcal{E} / \mathcal{I} / \mathcal{I}$ Attach the certificate $\mathcal{E} / \mathcal{I} / \mathcal{I}$

All information is completed. More information is required in this section. *required field
Certificate of Incorporation > References > Ownership structure
Certificate of incorporation
Please uploed your company's Certificate of incorporation or a similar legal document which relates to the formation of your company.
Attach the certificate
Optional documer and
You are encouraged to Upda writher documentation that provides additional details on your company.
Intes can for example de: - Certificate of quality standards you adhere to and evidence of quality control programmes (ISO certification or equivalent). - Evidence that your company is woman-owned, if applicable (i.e. 51% owned by one or more women). - Documentation and information to demonstrate sufficient production and export capacities and international scope of operation to supply regional or international markets including proof of exports such as shipping/freight documents or relevant licenses to operate business. - A copy of your Code of Ethics and/or AniFraud Compliance Programme, or equivalent. - Evidence of your company's Corporate Social Responsibility programmes, for example including environmental management policies and certifications, policies adhering to social standards, such as ISO 14000 certification, Global Compact principles, etc.
Add another document

Add files from your computer をクリック → アップロードしたい書類を選択

Select file					×
Add files from your compute Note that the combined size	er by clicking on the button below. You can also dr of all your documents must not exceed 1000 Mb.	rag files from your desktop ont	to this page.		
Search documents >					
Add files from your computer St	art upload Cancel upload				Close
c Filo namo	Description	Filo sizo	Data uploaded	Uploaded by	_
	Description	The size	Date uploaded	oploaded by	Use this file
Start upload Cancel upload					Close

2. 信用照会先の情報(3社)

n. * required field Certificate of Incorporation > References > Ownership structure 1-23 ۲ 4 - 5 6 1-23 Add another reference

References $p \neq 0$ Add another reference $p \neq 0$

信用照会先の企業名、氏名、Eメールアドレスを入力→ Save をクリック

ce	Add		ж	
	Company name Enter the name of the company, which y	Jou would like to use for this reference.		
	First/given name			
Statisti	Surname			
	Email address			
	Save			

同じ手順で、残り2社の情報を入力する

3. 企業情報

Ownership structure をクリック

Company ownership の欄に社長、若しくは最高責任者名を記入後、Save をクリック



上記1番~3番、全て入力されているか確認する

(例)下記の場合、43%のみ申請完了

法人登記証明書(定款の証明書)に記入漏れあるため、Certificate of incorporationの上 が赤になっている

	English \sim	Inbox Help	Account 🗸
Your Level 1 registration is not yet complete. Provide the required information to complete your registration.			
All information is completed. More information is required in this section. *required field			
Documentation > References > Company information			
Certificate of incorporation			
Please upload your company's Certificate of Incorporation or a similar legal document which relates to the formation of your company	ny.		
Attach the certificate 3 (second			4
Optional documentation			
You are encouraged to upload further documentation that provides additional details on your company.			
These can for example be:			
Certificate of quality standards you adhere to and evidence of quality control programmes (ISO certification or equivalent). Evidence that your company is woman-owned, if applicable (i.e. 51% owned by one or more women). Documentation and information to demonstrate sufficient production and export capacities and international scope of operation to such as shipping/freight documents or relevant licenses to operate business. A copy of your Code of Ethics and/or Anti-Fraud Compliance Programme, or equivalent.	o supply regional or interr	national markets including proof of ea	xports
 - Evidence or your company's Corporate Social Responsibility programmes, for example including environmental management policie 14000 certification, Global Compact principles, etc. 	es and certifications, polic	cies agnering to social standards, suc	n as ISO

すべて緑色になっていれば、Submit Level 1 registration をクリック

Yes, please submit をクリック

Your Level 1 registration is con Submit Level 1 registration	nplete.	
All information is completed.	ces Company information	
1-23	Are you sure you want to submit? *	Edit Delete
4-56	Please note that your registration will be evaluated based on the information you have provided.	Edit Delete
1-23	You will not be able to change this information once the review process has been started. The status of your submission will be shown as 'In progress.' You can see the details of all your submissions under the Dashboard in the left-hand column. Once all submissions have been	Edit Delete
Add another reference	Yes, please submit. No. Save. I may submit later.	

以上、レベル1の登録申請完

レベル	2	への登録申請の	仕方
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レベル1に登録されたのち、レベル2への登録申請が可能

Registration at Level 2 をクリック

			SUPPLIEF	REGISTRATION			
Home							
Procurement Opportunities	0						
Contract Awards		4	9		9		
Tender Alert Service (TAS)	General Information	Address	Countries of Business	Contacts	Goods and Services	Declaration of Eligibility	Basic Registratic Submitted
Supplier Code of Conduct	r.in	7.00	24	r.m.	544	5 40	1000
United Nations Standard Products and Services Code (UNSPSC)	Edit	Edit	Edit	Edit	East	East	View
Help Center 🖄							
Knowledge Center	* required field						
UN Procurement Statistics							
Supplier Section			Congratulations	upplier Basic registratio	on has been submitted		
Dashboard			congraculations: mes	upplier basic registratio	innas been submitted.		
Settings			Your company is	now registered with 21	organizations.		
Registration at Basic Level				6 1 1 1 m m			
My Submissions Statuses			IV.	<u>y Submissions Statuses</u>	S		
Registration et Level 1							
Registration at Level 2			Now you need to actively se	ek and participate in	procurement opportunities.		
			Diebt e con the con a	- C 40			

1. 3 通の推薦状

Reference letter $p \neq 0$

LEVEL 2 REGISTRATION	
Your Level 2 registration is not yet complete. Provide the required information to complete your registration.	
Submit Level 2 registration	
All is information completed. Hore information is required in this section. *required feed	
Reference letters > Financial statements	
Upload three (Inversion of reference from three independent, non-affiliated clients/companies whom you have sold your products and/or services to during the last year. All reference documents are treated as confidential and are only accessible to UN users with appropriate rights.	
Add another reference letter	

Select file をクリック

Description にファイル名を入力し Save をクリック

			LEVEL Z REGISTRATION	
Home Tender notices	Your Lev	vel 2 registration is not yet comp	plete. Provide the required information to complete your registration.	
Contract awards				
Tender Alert Service	Add			×
Code of conduct				
UNSPSC	Document	Select file		
Help Center				
Knowledge center	Description			
UN Procurement Statistics	Brief description of the re	eference letter.		
Vendor	Save			
Dashboard				
Settings				
Registration				
Manage Agency Submissio				elete
Level 1				
> Level 2	Add another	reference letter		

同じ手順で、残り2通をアップロードする

2. 財務諸表 (直近3年分)

Financial statements をクリック

Add another financial document $\mathcal{E} \mathcal{O} \mathcal{V} \mathcal{V} \mathcal{O}$

	LEVEL 2 REGISTRATION	
Home	Your Level 2 registration is not yet complete. Provide the required information to complete your registration.	
Contract awards		
Tender Alert Service		
Code of conduct	Submit Level 2: registration	
UNSPSC	All is information completed Nore information is required in this section required net	
Help Center		
Knowledge center	Reference letters > Financial statements	
UN Procurement Statistics		63
Vendor	Uninad financial statements (aveiled/restified or envivalent) for the last three years	
Dashboard	All financial statements are tracted as confidential and zero only acrossible to [10] users with annymotize rights	
Settings	Use interested automaticate of outcase of contractions on the output of	
Registration	reampoint or ensure that you infinite information of the back or real information or periodically to approace you accumption you do not oppose one opposed on infinite information and accumption or request, your company's account will be deactivated. You will then be able to reactivate your account by uploading the financial statement.	
Manage Agency Submissions		
Level 1	() No documents added yet	
> Level 2		
Vendor documents	Add another financial document	
My tenders		
My TAS		
Tips		

Select file をクリック

詳細を入力後、Save をクリック

				LEVEL 2 RE	EGISTRATION		
ime	Your	Level 2 registration i	s complete,				
nder notices	C					 	
ntract awards	Submit						1
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vel 1	Add and	Vanu unui					
Level 2							
ndor documents		Save	-				
(tenders							
TAS		•	•				72
DS							-
Business Seminar							

上記1~2、全て入力されているか確認する

すべて緑色になっていれば、Submit Level 2 registration をクリック

Yes, please submit をクリック

	LEVEL 2 REGISTRATION
Home	
Tender notices	Tour Level 2 registration is complete.
Contract awards	Submit Level 2 resistration
Fender Alert Service	
Code of conduct	- All Is information completed A where information is required in this section. • required field
INSPSC	
lelp Center	Reference letters > Financial statements
nowledge center	
N Procurement Statistics	Unload Bosnelal etatemente (sudited/contified or equivalent) for the last three upper
1946	Optional minimus statements (adducted version) or equivalent) for one last one eyets.
endor	Vir intercent statementes are treated as commentant and are only accessible to one costs with appointant rights.
ishboard	is important to ensure that your intarcal mormation relations by to date, we will reliantly operiodicary to optical your intarcal statement. If you to not upload the intarcal statement on request, your company's account by the able to reactivate your account by uploading the financial statement.
ttings	
gistration	
anage Agency ubmissions	
evel 1	Add another financial document
	1 · · · · · · · · · · · · · · · · · · ·
	LEVEL 2 REGISTRATION
bme	Vour Level 2 registration is complete.
nder notices	
ntract awards	Submit Level 2 registration
nder Alert Service	
ode of conduct	All is information completed. More information is required in this section. * required field
NSPSC	
elp Center	Reference letters > Financial statements
nowledge center	Are you sure you want to submit?
N Procurement Statistics	Upload financial statements (audited/certified o
endor	All financial statements are treated as confident
ashboard	You will not be able to change this information once the review process has been started. The status of your submission will be shown as 'the startement. If you do not upload the financial statement on
ettings	request, your company's account will be deactive progress. You can see the details of all your submissions under the all statement.
egistration	Cosinodari un cie ter-rana columni. Unce ai sucurissi information. reviewed, you ulli be able to update and maintain information.
lanage Agency Submissions	2018 Financial Statement - 2021-02-11 10 35:39-TAS 9r-2018) - until (31-Mar-2019) Edit Delete
evel 1	Vas plasse submit No. Save Limay submit later
Level 2	Add another financial document. Inc. process submice into save in may submice tech
ndor documents	
y tenders	
y TAS	
	LEVEL 2 REGISTRATION
Home	
ender notices	Vour Level 2 registration has been submitted.
Contract awards	An overview of the statuses of your registrations with the respective UN organizations can be found under the <u>Dashboard</u> in the left menu.

2

以上、レベル2の登録申請完了

All is infor

Reference letters > Financial statements

登録に際してのご不明な点がございましたら、お気軽にお問合せください。

More information is required in this section. * required field

<mark>E メール:register@un.org</mark> *英語

Code of conduct

UNSPSC

Help Center Knowledge center

オプション:入札情報自動配信サービス Tender Alert Services (TAS)

- **1.** 入札情報自動配信サービス(TAS Tender Alert Service) をクリック
- 2. お申し込みボタン(SUBSCRIBE NOW) をクリック

	TENDER ALERT SERVICE (TAS)
Home	
Procurement Opportunities	Connecting suppliers
Contract Awards	to procurement encertupities
Tender Alert Service (TAS)	
Supplier Code of Conduct	Pacaiva paw and ravised procurement opportunities matching
United Nations Standard Products and Services Code (UNSPSC)	your products and services via email
Help Center 🖾	TENDER ALERT
Knowledge Center	SERVICE
UN Procurement Statistics	SUBSCRIBE NOW
Supplier Section	Remind me later
Dashboard	
Settings	
Registration at Basic Level	
My Submissions Statuses	5 main benefits
Registration at Level 1	
Registration at Level 2	
My Documents	Save time and resources
My Tenders	The deadline for procurement opportunities is often short. Without searching manually,
My TAS	receive alerts from more than 40 UN Organizations. Never miss a procurement
Tips	opportunity.
My Business Seminars	
	Directly into your inbox Procurement opportunities are sent to both your email address and your UNGM inbox.
	Only relevant procurement opportunities The service may be customized anytime. Receive only procurement opportunities matching your company's goods and services.

- 3. 必要事項を確認
- 4. お申し込みプランとお支払い方法をお選ぶ
- 5. ウエブサイトのお支払い方法の設定手続きを完了する

TENDER ALERT SERVICE (TAS)	
TAS Configuration TAS Contacts TAS Payment TAS Payment History	
The subscription period starts from the date that the payment for the service is received. Check the details from the Dashboard. For credit card payments, this is on the same day. To be back transfers, please ensure that the UNGM number is added in the bank transfer instructions. This is how we will identify your payment. Activation of your TAS subscription will take place on the day that the UNGM staff receive notification that the payment was transferred and identified.	
© 6-month plan \$175,0/	PURCHASE SUMMARY
O one-year plan \$250.00	> Pay by Credit Card
O Two-year plan \$400,01	> Pay by Bank Transfer
Pro-forma invoice	
Create a pro-forma invoice	