



Permanent Mission of Italy  
UN - New York

**Call for Expression of Interest  
for the organization of a Conference  
coordinated by the Permanent Mission of Italy to the United Nations  
on Security Council reform**

The Permanent Mission of Italy to the United Nations intends to collect Expression of Interests (Eoi) from foreign policy associations, think tanks, academic institutions, research centers and non-profit organizations operating in the State of New York with specific experience and knowledge of the UN Security Council's reform to support the Mission of Italy in the planning, organization and management of a conference/panel/seminar/round table debate on Security Council reform. This event will be held at the United Nations in New York, tentatively in April 2024.

Such institutions will closely collaborate and operate under the directives of the Mission of Italy to the UN, and in particular of First Counsellor Giorgia De Parolis, in order to:

1. contribute to the conference program/concept note and to the list of speakers;
2. provide a moderator for the debate;
3. raise awareness and promote the involvement of the diplomatic and academic community on this topic;
4. organize the production and logistics of the event, including travel and hotel arrangements for the speakers/panelists/experts coming to New York City, local transportation, administrative expenses, technical assistance during the meeting sessions, catering services (if needed);
5. cooperate in providing media and social media coverage.

Instructions for the Submission of the Eoi:

The candidates interested in such cooperation are invited to express their interest through the form attached below ([Annex 1](#)) and provide the following information:

- a) the heading and signature of the legal representative of the organization;
- b) name, address, email address and telephone;
- c) demonstration of technical capability, acquired in similar events carried out over the last 5 years;
- d) a statement on the willingness to cooperate under the directives of the Permanent Mission of Italy.

Do **not** include price quotations at this stage.

The letter must be written in English, signed by the legal representative, and addressed to:  
*Permanent Mission of Italy to the United Nations – 885 Second Avenue, One Dag Hammarskjold Plaza, 49<sup>th</sup> floor, New York 10017 - NY.*

The letter should be submitted as an attachment to an e-mail sent no later than **March 19<sup>th</sup>, 2024**, to the following email addresses: [giorgia.deparolis@esteri.it](mailto:giorgia.deparolis@esteri.it) and [admin.italyun@esteri.it](mailto:admin.italyun@esteri.it).

Based on the received Expressions of Interest, the Permanent Mission will enter into a direct negotiation with the interested Association or research center to define the contract containing a detailed program of activities and budget for each necessary service.

New York, February 19<sup>th</sup>, 2024

[Insert organization heading]

## Letter of Expression of Interest

To:  
Permanent Mission  
of Italy to the UN  
885 Second  
Avenue 49<sup>th</sup> Floor  
10017  
New York NY

**From:**  
[Name]  
[Title]  
[Email]  
[Phone]

**Subject: Expression of Interest for the organization of a round table debate on Security Council reform.**

a) Our professional skills, acquired in similar events held over the last 5 years, are as follows:

- Please specify

b) Please confirm your willingness to cooperate under the directives of Permanent Mission of Italy to the United Nations.

- Statement on the willingness

[Date]

[Name, Title]

SIGN HERE

[Please insert here: Name of Organization, Address, telephone, email]