



Permanent Mission of Italy
UN - New York

GUIDELINES FOR APPLICANTS

EXPRESSION OF INTEREST FOR PRESS AND MEDIA SERVICES

The Permanent Mission of Italy to the United Nations (hereinafter the “Mission”) issues a call for expressions of interest to provide press and media services.

Main Locations

The services will be offered remotely and will cover all institutional activities of the Mission, with particular regard to events at:

- The Permanent Mission of Italy to the United Nations – New York (885 Second Avenue, One Dag Hammarskjold Plaza, 49th floor, New York, NY 10017)
- The United Nations Headquarters (46th Street & Second Avenue, New York, NY 10017)

Duration

- One-year contract, from 1.1.2026 to 12.31.2026

Recipients

This call for expressions of interest is intended to establish a qualified pool of candidates (news websites, news providers, news agencies, etc.) who can deliver professional press and media services.

Duties and Activities

Including, but not limited to:

- disseminate timely information and provide maximum visibility to Italy's positions and initiatives within the United Nations (with regard to both the New York headquarters and the other UN offices around the world, such as Geneva, Vienna, Paris, Rome and Nairobi);
- disseminate at least 25 news items or press releases per month (with particular attention to those relating to Italy's UN activities), both to newsletter subscribers and to a wider audience, including any interviews or factsheets whose content may be agreed with the Press Office of the Permanent Mission of Italy (hereinafter the Press Office);
- promptly provide the Press Office with any news relating to diplomatic activities at the United Nations of interest to Italy and the European Union (the news will be collected and reported via e-mail at least once a week);

- exchange information with the Press Office and report initiatives, speeches, decisions and any other fact that deserves attention and visibility in the media and that highlights the results achieved by Italy at a diplomatic level;
- authorize the Press Office to republish and/or distribute free of charge any news published on the website or in the newsletter without the need for prior authorization and without necessarily having to quote the source;
- send the newsletter not only to the recipients already present in the database, but also to the names that will be indicated by the Press Office (the editorial contents and the graphics of the newsletter will be the subject of periodic meetings with the Press Office);
- liaise with the Press Office for the implementation of press and media strategies.

Purpose

This call is intended to provide press and media services in 2026.

At this stage, expressions of interest are not binding.

Applicants do not qualify for preferred placement position in the adjudication process.

Requirements

As a guarantee of sound business practices, companies must include in the expression of interest the following information:

- Company profile
- Number of website views per month
- Number and type of newsletter recipients
- Email open rate (percentage of subscribers who open a specific email out of your total number of subscribers)

Submission of the Expression of Interest

The expression of interest must be submitted by email no later than November 28th, 2025, to the address admin.italyun@esteri.it (subject: *"EXPRESSION OF INTEREST PRESS AND MEDIA SERVICES"*)

New York,