

REQUEST FOR EXPRESSION OF INTEREST

REQUEST FOR EXPRESSION OF INTEREST (EOI) – HQ26NF194 for Legal AI

Solution Closing on 23 October 2026 at 16:00 hrs CET

A. Background

- The World Food Programme, an autonomous joint subsidiary programme of the United Nations and Food and Agriculture Organization of the United Nations (“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 each year. About 17,000 people work for the organization, most of them in remote areas, directly serving the hungry poor.
- The WFP Legal Office is exploring the use of artificial intelligence-enabled tools to support a range of internal legal workflows, including legal analysis, risk assessment, drafting, and knowledge management activities carried out in the course of its advisory and operational support functions.
- Such workflows may include, among others, administrative and employment related matters, contractual arrangements, regulatory and compliance assessments, policy interpretation, and internal legal advisory work, often involving complex factual records and information of varying degrees of sensitivity. As a United Nations organization, WFP operates under a distinct legal and institutional framework, including privileges and immunities and specific obligations relating to the confidentiality, protection, and inviolability of its archives and records. Proposed solutions are therefore expected to demonstrate an appropriate level of robustness, reliability, and support for professional oversight when used in connection with confidential legal materials.
- Any envisaged solution would be used as a decision support and drafting assistance tool, operating under the supervision of qualified legal professionals, and would not replace legal judgement or accountability. Outputs generated by the solution would remain subject to human validation prior to operational use. The solution(s) would be expected to support consistency, efficiency, and knowledge management while functioning in a confidential, access controlled, enterprise grade environment suitable for use within an international organization.
- WFP invites eligible suppliers to express their interest in providing artificial intelligence-enabled legal and knowledge assistance solutions, as described in this EOI.

B. The purpose of this EOI

- The purpose of this EOI is to identify and pre-qualify suppliers with verified technical and financial capacity to provide artificial intelligence-enabled legal and knowledge assistance solutions suitable for use across the WFP Legal Office’s internal legal workflows, facilitating the identification of use cases for better internal adoption and smooth implementation within the business environment, and to better understand available market solutions, their general capabilities and maturity, and their potential suitability for the above described context, in order to inform possible subsequent procurement steps.
- Eligible suppliers may be invited to participate in the bidding process for the proposed tender, should WFP decide to proceed with a subsequent solicitation, based on the information received through this EOI and in accordance with WFP’s applicable procurement rules and procedures. Eligibility to participate will be determined on the basis of requirements and criteria identified in TABLE 1.
- 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.

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C. How to prepare and submit your Expression of Interest

1. In order to participate in the pre-qualification exercise, companies are required to provide the following:

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 & organization stamp;
 - A brief product or solution and/or a high-level statement outlining the supplier's general approach to data protection, confidentiality and information security when supporting legal offices or legal functions within large or institutional organizations,;
 - Any brief explanatory material that suppliers may wish to provide in support of their responses, including description of solution capabilities or relevant experience;
2. All supporting documentation listed above shall be prepared in accordance with the instructions provided and sent by email to **hq.tenders@wfp.org**. The subject line of the e-mail should contain the EOI reference number **HQ26NF194-EOI-Legal AI Solution**
 3. WFP will not consider incomplete or unsigned submissions. All responses and supporting documentation received, including any non-public information contained therein, will be treated as confidential and will not be made available to the public.
 4. This request for EOI does not constitute a solicitation. WFP reserves the right to change or cancel this procurement process or any of its requirements at any time during the process; any such action will be communicated to all participants.
 5. Any demonstrations, presentations, or similar materials referenced or provided by suppliers, if any, are for informational purposes only and do not form part of the formal evaluation at this stage. Any subsequent testing, piloting, or proof-of-concept activities, if undertaken, would be managed separately and subject to appropriate arrangements.
 6. Should you have any questions please do not hesitate to contact us at **hq.tenders@wfp.org**

Yours sincerely,

for 
Sofiane Essayem

Head of coordinated markets, SCDP

World Food Programme

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EOI RESPONSE FORM

TABLE I. WFP REQUIREMENTS

A. Company / Organization's competencies/ capacities			
	List of WFP requirements/evaluation criteria	Yes	Comments
<i>The WFP Legal Office operates primarily within a Microsoft 365 environment, including SharePoint and related collaboration and document-management tools. Solutions responding to this EOI are therefore expected to be capable of operating effectively within, or integrating with, such an environment, in a manner consistent with applicable access controls and information-management practices.</i>			
1	Area: Legal interpretation and Reasoning <u>Requirement:</u> Please confirm whether and how the proposed solution supports the structured interpretation of legal instruments (e.g. contracts, policies, regulations), including the identification of relevant legal provisions, rights and obligations, and the application of rule based reasoning when analysing user-provided legal texts. <u>Criteria:</u> i) Ability to distinguish and classify relevant facts, legal issues, and applicable provisions ii) Ability to apply logical and rule based reasoning when interpreting legal texts iii) Ability to provide structured and explainable outputs linked to source provisions or clauses. Supporting documents: Vendors may provide high-level descriptions of relevant capabilities and example use cases demonstrating legal interpretation or analysis of contractual or regulatory texts.	☐	
2	Area: Complex Query Handling <u>Requirement:</u> Please confirm whether and how the proposed solution can respond to complex legal or compliance-related queries involving multiple issues or documents (e.g. contracts, policies, regulations), including the ability to analyse user provided materials or internal knowledge	☐	

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A. Company / Organization's competencies/ capacities			
	sources and to support comparison or cross referencing across such sources: <u>Criteria:</u> i) Ability to address legal or compliance related questions involving multiple documents or provisions ii) Ability to maintain logical consistency when interpreting or comparing information across sources iii) Ability to identify assumptions, limitations, or areas of uncertainty in responses iv) Ability to support comparison or cross checking of provisions across documents and highlight potential inconsistencies v) Ability to generate source grounded outputs and indicate where human legal validation may be required. Supporting documents: Vendors may provide high-level descriptions of relevant capabilities and example use cases demonstrating the analysis of multi-document legal or compliance queries.		
3	Area: Legal Drafting Support <u>Requirement:</u> Please confirm whether and how the proposed solution supports assisted legal drafting and document review under the supervision of legal professionals, including alignment with applicable legal frameworks, internal standards, and organizational document templates. <u>Criteria:</u> i) Ability to generate structured draft content (e.g. memoranda, advisory notes, contractual clauses, or formal correspondence) based on user input or predefined templates ii) Ability to support user-led editing, refinement, or redlining of draft content iii) Ability to generate source aware outputs and indicate where human legal validation may be required iv) Ability to reference or cite relevant source material to support user review and validation. Supporting documents: Vendors may provide high-level	☐	

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A. Company / Organization's competencies/ capacities			
	descriptions of relevant capabilities and example use cases demonstrating supervised legal drafting or document review workflows.		
4	Area: Internal Knowledge Management <u>Requirement:</u> Please confirm whether and how the proposed solution supports the use of internal legal knowledge or content to assist legal professionals within an enterprise document management environment, subject to appropriate access controls and without modifying or replacing original records. <u>Criteria:</u> i) Ability to analyse or summarise internal legal documents or materials made available by the user ii) Ability to support retrieval or cross referencing of information across multiple internal documents while preserving the integrity of original records iii) Ability to operate within a controlled, access restricted environment suitable for confidential legal content iv) Ability to support the use of organizational metadata or classification frameworks, with appropriate human oversight. Supporting documents: Vendors may provide high-level descriptions of relevant capabilities and example use cases demonstrating the use of internal legal knowledge within enterprise systems.	☐	
5	Area: Output Governance and Human Oversight <u>Requirement:</u> Please confirm whether and how the proposed solution supports appropriate human oversight when generating legal or compliance-related outputs, including the identification of uncertainty, assumptions, or limitations in system generated content. <u>Criteria:</u> i) Ability to indicate uncertainty, assumptions, or limitations in generated outputs ii) Ability to distinguish between source derived content and system generated analysis iii) Ability to support user validation or review of outputs prior to	☐	

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A. Company / Organization's competencies/ capacities			
	use in legal decision making. Supporting documents: Vendors may provide high-level descriptions of relevant safeguards or workflows supporting human review of system generated legal content.		
6	Area: Implementation support <u>Requirement:</u> Please confirm proposed approach to facilitate smooth implementation within the business environment and systems, maximizing benefits and quick wins that will help seamless integration within the concerned business. Supporting documents: Vendor should provide examples (present and past) of plans of adoptions within complex organizations, use case selection and relevant criteria, training materials.	☐	

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TABLE II. SUPPLIER INFORMATION

B. Company / Organization's Background Information			
1	Legal Name of Company/Organization: (Full legal name of the company to be contracted with WFP, if awarded)		
2	Full address:		
3	E-mail address:		
4	Website address:		
4	Telephone:	Fax:	
5	Contact person, title: (to be contacted for Coupa registration and tender invitation)	Tel./E-mail of contact person: (to be contacted for Coupa registration and tender invitation)	
6	Registration with UNGM	Yes ☐ No ☐	UNGM No.
7	Type of Business	☐ Corporate/ Limited ☐ Partnership ☐ Other (specify):	
8	Goods / Services:		
9	Company/Organization Business Registration Number:	Date of Registration: (Mandatory) Please submit certificate of incorporation/registration (at least 3 years)	
10	Additional company/organization background information: [If applicable, insert not more than 100 words]		

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TABLE III. SUPPLIER FINANCIAL STATUS

C. 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 two years audited accounts or alternative assessed within WFP's discretion are attached to prove the information stated above	☐

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REQUEST FOR EXPRESSION OF INTEREST**TABLE IV. SUPPLIER RELEVANT EXPERIENCE**

List at least 4 contracts in the last two years relevant to the supply of artificial intelligence-enabled legal and knowledge assistance solutions.

D. Company / Organization's Relevant Experience				
Commenced (Month / Year)	Completed (Month / Year)	Type of Contract	Total Value (USD)	Client

Provide CVs of senior staff (no more than three) [if applicable].

TABLE V. SIGNATORY & ORGANIZATION STAMP

E. Signatory	
Name of Company/Organization:	
Name of the authorized representative:	Signature:
Title:	Date: