

REQUEST FOR EXPRESSION OF INTEREST (REOI)

REOI Reference: Ref No: REOI_SOM-2024-009	Date: 25 October 2024
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The International Organization for Migration (IOM) invites interested and eligible vendors to submit Expressions of Interest (EOIs) in respect of provision of the requirements described below. The purpose of the REOI is to identify vendors that wish to participate in a forthcoming solicitation process.

Description	<p>Third Party Monitoring Service Providers in Somalia.</p> <p>The purpose of Third-Party Monitoring is to conduct independent monitoring of the activities implemented, assess project processes and procedures and identify strengths and gaps. The incumbent M&E partner will work with the Monitoring, Evaluation, Accountability and Learning (MEAL) team of IOM Somalia to conduct the remote monitoring activities, including but not limited to pre-distribution targeting and beneficiaries verification, Post-Distribution Monitoring (PDM), Referral monitoring and remote rapid surveys for humanitarian assistance tracking. Led technically by the MEAL team, the Third Party Monitor will be in charge of conducting monitoring activities through phone calls and in person as part of a more complex monitoring approach. Activities will be mostly focused on the assistance provided by IOM Somalia. .</p> <p>IOM reserves the right to decline disclosure of the specificity of decision derived by the IOM mission due to reasons related to confidentiality. IOM reserves the right to accept or reject any Expression of Interest, and to annul the selection process and reject all Expression of Interest at any time, without thereby incurring any liability to the affected Applicant. For more information, please contact in writing, sending email to (iomsomprocurement@iom.int)</p>
UNSPSC code(s)	80101606
Deadline for the Submission of EOI	<p>18 November 2024</p> <p>If any doubt exists as to the time zone, refer to http://www.timeanddate.com/worldclock/.</p>
Content of EOI	<p>The EOI should include the following information:</p> <ul style="list-style-type: none"> Brief presentation of company including number of staff, turnover, years in business Reference list demonstrating qualifications for participating in this upcoming bidding process Contact information: full name and address, country, telephone number, e-mail address, website and contact person. <p>Note: Prices are not required at this stage.</p>
Method of Submission	<p>Expressions of interest shall be sent by email as follows:</p> <p>Email address: procurement-tenderonly@iom.int</p> <ul style="list-style-type: none"> File Format: PDF

	<ul style="list-style-type: none"> ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 25MB ▪ Mandatory subject of email: REOI-2024_ Third Party Monitoring Service Providers in Somalia “Company Name” ▪ Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y”. ▪ You should receive an email acknowledging receipt.
Contact Person for correspondence and clarifications	<p>IOM Somalia Supply Chain Unit</p> <p>E-mail address: iomsomprocurement@iom.int</p>
REOI Conditions	<p>This Request for Expression of Interest does not constitute a solicitation. IOM Somalia reserves the right to change or cancel the requirement at any time during the EOI and/or subsequent solicitation process. IOM Somalia also reserves the right to require compliance with additional conditions as and when issuing the final solicitation documents. Submitting an EOI does not automatically guarantee receipt of the solicitation documents when issued. Invitations to bid or requests for proposals and any subsequent purchase order or contract will be issued in accordance with the rules and procedures of IOM. Only companies that will pass the pre-qualification will be invited to submit their proposals for the ITB that will be issued. Invitations to bid or requests for proposals and any subsequent purchase order or contract will be issued in accordance with the rules and procedures of IOM Somalia.</p>

Qualification and Competencies Required

- Operational presence in Somalia and capacity to conduct in person and remote monitoring assessments in the humanitarian context and with Internally Displaced Peoples (IDPs), including a team of enumerators who can speak fluent Somali and conduct phone calls to collect data;
- Strong capacity to develop qualitative M&E plans and tools;
- Strong capacity to analyze and visualize data;
- Solid experience in working with vulnerable populations, especially in conducting interviews;
- Strong capacity to produce coherent and constructive reports based on the findings;
- Technological literacy and competency in filling out electronic forms and in ownership of tablets or other electronic devices to collect and submit the forms and photos;
- Good understanding of accountability to affected populations;

TERMS OF REFERENCE: CONSULTING RESEARCH FIRM

In response to the dynamic and challenging operational environments faced by IOM Somalia, we are seeking a Consultancy Framework Agreement to enhance the data, analysis, and iterative programming approach of the Community Stabilization Unit (CSU) and, at times, other IOM units. We invite proposals from a research and analysis firm with the capacity to conduct assessments, provide context and conflict analysis, and collect data for developing context-specific stabilization interventions. The CSU is actively engaged in programming across various districts in Jubaland, South West State, Hirshabelle, Galmudug states, and the Benadir Regional Administration.

SCOPE OF CONSULTING SERVICES REQUESTED:

1. Conduct In-depth Analysis and Research:

- Utilize a diverse range of methodologies, including mixed methods, data set analysis, and desk review, to conduct thorough analyses across multiple domains:
- Political Economy Analysis: Examine the economic and political factors influencing stability and development in Somalia, with a specific focus on stakeholder analysis.
- Conflict and Context Analysis: Investigate the drivers and dynamics of conflicts, emphasizing stakeholder analysis and security sector dynamics, particularly armed groups and clan dynamics in unstable areas.
- Solutions for Urban and Rural Displacement: Explore patterns and causes of displacement in both urban and rural settings, providing detailed recommendations for programmatic interventions and risk analysis.
- Produce comprehensive reports containing detailed analysis and recommendations for various levels of programmatic interventions, risk assessment, and other pertinent information to guide program design and decision-making processes.

2. Provide Ad-hoc Expertise and Rapid Assessments:

- Offer specialized expertise and rapid assessments to facilitate the International Organization for Migration (IOM) engagement and swift action in stabilizing districts within Hirshabelle, Jubaland, Galmudug, and South-West State, particularly in newly recovered areas.
- Conduct ad-hoc assessments across a spectrum of subjects, such as transhumance, human mobility, conflict dynamics, local conditions, housing, land, and property issues, to inform targeted interventions and decision-making processes.
- Provide evidence-based recommendations and insights to enable timely and effective responses to emerging challenges, ensuring that interventions are well-informed and responsive to local contexts.

3. Develop Dashboards and Advise on Visualization:

- Create visually engaging representations of complex data using tools like ESRI or PowerBi.
- Develop dashboards on the contractor's platform, ensuring their transferability to IOM platforms upon completion.
- Enable customization of data layers and information fields to allow for real-time updates and analysis across maps and other graphic visualizations.
- Ensure that the tools are intuitive and easily navigable by non-expert users, facilitating their effective use in programmatic and donor contexts.

4. Brief IOM and donors on context:

- Provide in-depth briefings to the International Organization for Migration (IOM) and donors, drawing upon robust political and security analyses.
- Offer nuanced recommendations on stakeholder engagement strategies, informed by thorough assessments of political dynamics and security considerations.
- Develop engaging presentations and comprehensive written briefs that distill complex analyses into actionable insights for stakeholders.
- Ensure that briefings are continuously updated to reflect evolving contexts and emerging challenges, fostering a nuanced understanding of the operating environment.
- Facilitate interactive dialogue sessions to deepen stakeholders' understanding of contextual nuances and facilitate strategic decision-making processes.

5. Conduct Periodic Thematic Research:

- Collaborate closely with the International Organization for Migration (IOM) to identify and explore thematic areas relevant to stabilization efforts.
- Conduct systematic research on topics pertinent to stabilization and other priority areas, leveraging diverse research methodologies and approaches.
- Produce high-quality research outputs, including reports, policy briefs, and academic papers, to contribute to evidence-based decision-making and program design.
- Engage with a wide range of stakeholders, including local communities, government agencies, and academic institutions, to ensure the relevance and applicability of research findings.
- Monitor emerging trends and developments in thematic areas, providing timely updates and insights to inform IOM's strategic planning and programming efforts.

6. Conduct Field Data Collection, Analysis, and Reporting:

- Design and implement robust methodologies for field data collection, ensuring accuracy, reliability, and ethical integrity.
- Conduct comprehensive data analysis, including the establishment of baseline, midline, and endline figures for projects, to assess project effectiveness and impact.
- Generate detailed reports that synthesize key findings, insights, and recommendations for program improvement and future interventions.
- Provide timely updates and feedback to project stakeholders, fostering transparency and accountability in project implementation.
- Facilitate participatory data analysis workshops with relevant stakeholders to validate findings, promote shared learning, and enhance ownership of results.

7. Maintain a Roster of Technical Experts:

- Establish and maintain a dynamic roster of technical experts with diverse expertise relevant to IOM Somalia's operational needs.
- Conduct rigorous vetting and selection processes to ensure that experts possess the necessary qualifications, experience, and cultural sensitivity to effectively support IOM's work.
- Develop and nurture relationships with technical experts, ensuring ongoing communication and engagement to facilitate rapid deployment as needed.
- Provide tailored capacity-building support to technical experts, including training sessions and resource materials, to enhance their effectiveness in supporting IOM's initiatives.

- Regularly review and update the roster to reflect changing operational priorities and emerging skill requirements, ensuring a pool of highly qualified professionals is readily available to support IOM's mission in Somalia.**5. Conduct periodic thematic research:**
- Explore subjects related to stabilization and other relevant topics in coordination with IOM.

Expected Output/Deliverables:

- Pre-intervention assessment documents and granular analysis
- Rapid ad-hoc assessments for quick stabilization activities in "newly reclaimed areas"
- Periodic thematic research pieces
- Program briefs for IOM and donors
- Dashboards and visual representation of data
- Base, mid, or endline reports for project evaluation and learning. Data collection plan that includes

IOM CSU Areas of Operation:

1. Benadir Regional Administration
2. South West State
3. Jubaland
4. Hirshabelle
5. Galmudug
6. Any other location within Somalia

PROSPECTIVE VENDOR INFORMATION SHEET

Vendor No.: _____
(IOM Internal Use)

Company Details

Registered Vendor Name*: _____
 Tax Organization Type*: Choose an item. _____
 Supplier Type*: Choose an item. _____
 Company Web Site: _____
 Tax Country*: Choose an item. _____
 Taxpayer ID/Tax Registration No*: _____
 Products and/or Services: Choose an item. _____

Additional Information

UNGM No.: _____
 UNPP No.: _____
 Is your Entity Women Owned?: Choose an item. _____
 Is your Entity Disability Inclusive?: Choose an item. _____

Commitment to Antiracism: Choose an item. _____
 Does your entity agrees with UN Supplier Code of Conduct: Choose an item. _____
 Is the Bank Account Certificate added as attachment?: Choose an item. _____

Address*

Street Name and House No. _____
 ZIP/Postal Code* _____
 City* _____
 Region* _____
 Country* Choose an item. _____

Contact Information for communications

First Name*: _____
 Last Name*: _____
 Job Title: _____
 Email*: _____

IMPORTANT

All fields marked with * are mandatory.
 The form will be returned if mandatory field/s is/are empty
 The Vendor Name should match ID or registration documents

Other Contacts

First Name*: _____
 Last Name*: _____
 Job Title: _____
 Email*: _____

Will this person have a role in Wave? Choose an item. _____
 If yes, what will be that role? Choose an item. _____

First Name*: _____
 Last Name*: _____
 Job Title: _____
 Email*: _____

Will this person have a role in Wave? Choose an item. _____
 If yes, what will be that role? Choose an item. _____

I hereby certify that the information above are true and correct. I am also authorizing IOM to validate all claims with concerned authorities.

Printed Name*: _____
 Signature*: _____
 Job Title: _____
 Date: _____

List of attachments	
<input type="checkbox"/>	Taxpayer ID/Tax registration number certificate.
<input type="checkbox"/>	Business License
<input type="checkbox"/>	Id. of the owner
<input type="checkbox"/>	Signed UN Supplier Code of Conduct
<input type="checkbox"/>	Proof of women ownership share of the company
<input type="checkbox"/>	Evidence of commitment to anti-racism
<input type="checkbox"/>	Evidence of entity's disability inclusive policy
<input type="checkbox"/>	Other: _____

SPEND AUTHORIZED SUPPLIER INFORMATION SHEET

Supplier Details

Supplier's Name*: _____
 Supplier Number*: _____

Payment Details

Payment Method*:
 Bank transfer
 Check**
 Cash**
 Others***: _____

IMPORTANT
 All fields marked with * are mandatory.
 The form will be returned if mandatory field/s is/are empty
 The Vendor Name should match ID or registration documents

**If a Non-Bank Payment Method was selected, please provide justification:

Bank Details* (This information is mandatory if payment method is via Bank Transfer)

Bank Name* _____
 Address _____
 City* _____
 Postal Code _____
 Country* _____
 Bank Account Name* _____
 Account Currency _____
 Bank Account Number _____

Swift Code/BIC (outside U.S.A.)	_____
IBAN Number	_____
Clearing Number (Switzerland)	_____
ABA No. for ACH (U.S.A.)	_____

Fill only the code that corresponds to your location*

NOTES

Payment currency must be clearly indicated to avoid delays and additional bank charges

If the company has multiple bank accounts, indicate the default account this form and add an extra sheet with full information of other accounts

PLEASE, FILL IN THE CONTACT INFORMATION ONLY IF IT NEEDS TO BE UPDATED IN THE SUPPLIER PROFILE

Contact Information

First Name: _____
 Last Name: _____
 Job Title: _____
 Email*: _____

Will this person have a role in Wave? Choose an item.
 If yes, what will be that role? Choose an item.

First Name: _____
 Last Name: _____
 Job Title: _____
 Email*: _____

Will this person have a role in Wave? Choose an item.
 If yes, what will be that role? Choose an item.

I hereby certify that the information above are true and correct. I am also authorizing IOM to validate all claims with concerned authorities.

Printed Name*: _____

Signature*: _____
 Job Title _____
 Date _____

	List of attachments
<input type="checkbox"/>	Bank Account Certificate
<input type="checkbox"/>	Declaration of Conformity was signed in solicitation documents
<input type="checkbox"/>	Other: _____