



International Organization for Migration (IOM)
The UN Migration Agency

Date. 18/7/2023

Bid Bulletin No 3

Establishment of Long-Term Agreement of the Third-Party Monitoring Services

RFP.2023.10274.TPM

In reference to the Request for Proposal RFP.2023.10274.TPM issued on 3rd July 2023 via UNGM, IOM Website, and IOM email Establishment of Long-Term Agreement of the Third-Party Monitoring Services, IOM is issuing this Bid Bulletin No 3, to amend information provided in the Bidding Documents and General Instructions to Bidders for the “Establishment of Long-Term Agreement of the Third-Party Monitoring Services” issued to the prospective bidders. In detail:

Section 4. SECTION 4: EVALUATION CRITERIA

“Proposal Security with a compliant validity period”
is removed from the requirements:

And

Form G FORMAT FOR TECHNICAL PROPOSAL

Section 3 . Management Structure and Key Personnel

“3.2 For each of the key personnel provide: the CV using the format in Form H and the statement of exclusivity and availability using the format in Form I.”
is replaced with the following:

“3.2 For each of the key personnel provide: the CV using the format in Form H.be exclusive of VAT and other applicable indirect taxes”

Furthermore this Bid Bulletin No 3 is issued to respond to the bellow questions submitted from the prospective bidders. In detail:

Question No	Question	IOM Response
1	Could you confirm whether it would be possible to submit a proposal with a subcontractor who will also be part of another offer with another organization?	Yes it is acceptable to submit a proposal with a subcontractor who will also be part of another offer with another organization.
2	Is it acceptable that only the subcontractor is legally registered in Ukraine?	Yes it is acceptable as long as there is valid agreement or statement of collaboration within the two parties
3	Based on Annex C Estimated Number of Services 2023-2024, the scope of data	The methodology varies depending on each assignment so we can't provide a wide

	<p>collection varies from quarter to quarter. Could you provide further insights on this to best inform the methodology design? Similarly, is it possible at this stage to know the allocation of the proposed scope of data collection across the geographic locations</p>	<p>explanation of each of them.</p>
4	<p>We would like to clarify whether this assignment requires exclusivity in such situation or the same partner can apply with two different organizations.</p>	<p>The assignment doesn't require exclusivity, therefore it is acceptable to submit a proposal with a subcontractor who will also be part of another offer with another organization.</p>
5	<p>It is unclear what IOM considers a conflict of interest for this bid. Ukraine has a limited number of qualified research organizations working in the country, many of which have likely already worked with IOM and some of the organizations that will likely be monitored under this assignment. Kindly clarify what types of relationship would constitute a conflict of interest so that potential offerors can determine feasibility of bidding on this proposal or developing a mitigation strategy.</p>	<p>In the context of this bid, a conflict of interest would arise if any of the involved parties, including the vendor or subcontractors, have been directly involved in the preparation of the Terms of References (ToR)</p>
6	<p>Would working on this project preclude an organization from bidding on and implementing another IOM solicitation in the future?</p>	<p>No, does not working on this project preclude an organization from bidding on and implementing another IOM solicitation in the future</p>
7	<p>Given the short amount of time available following the response to questions, would you consider extending the proposal due date?</p>	<p>IOM has determined that an extension of the proposal due date will not be feasible in this instance. The current timeframe has been carefully considered and deemed sufficient for the submission of proposals.</p>
8	<p>Do both prime and subcontractors fill out all forms?</p>	<p>No, Subcontractors not required to fill out all forms</p>
9	<p>Please clarify if IOM is able to provide VAT exemptions for Ukrainian firms working in Ukraine on this project</p>	<p>IOM is able to provide VAT exemptions for Ukrainian firms working in Ukraine in some cases if the relevant project is VAT exempted.</p>
10	<p>Please clarify what IOM is expecting as it relates to pricing the data analysis and reporting phase (page 46). Costs are normally determined based on the complexity of the study. Without more detailed information of the study, estimating such costs is premature at this time.</p>	<p>Please refer to the type of assessments included in Annex C. IOM intends to establish a standard cost of performing the data analysis and writing the report. While we understand each assessment, the overall process is quite similar across the proposed types of assessment.</p>
11	<p>Page 45, Breakdown of Professional Fees – kindly clarify the cost information required for the Data-Gathering Phase? What does IOM mean by “cost per unit” as it relates to the various sample sizes of data collection?</p>	<p>IOM wants to know how much it costs to implement one of each of the types of data gathering, for example one remote individual survey XXUSD 300 surveys xxUSD x 300. This is to provide predictability about what it will cost IOM to procure this under the LTA.</p>

12	<i>To calculate the full cost of qualitative data collection and analysis, we would like to differentiate between tasks that are dependent on the number of units and those that are not. In this context, is it acceptable to consider coding as part of the data gathering step?</i>	<i>Data coding is part of the qualitative data analysis costs. Please add comments in the financial proposal , in order to outline anything that you would want IOM to know related to your proposal and proposed costs.</i>
13	<i>Section 43, Contract award to one or more proposer (pg. 14), of the Data Sheet notes that IOM will award the contract to “One Bidder Only.” However, Section 1, Scope, notes the IOM reserves the right to award to more than one supplier. Could IOM clarify whether it intends to issue a contract to one bidder or to multiple bidders?</i>	<i>IOM will award the contract to “One Bidder Only”</i>
14	<i>Page 7 of the solicitation states “Proposers must be aware that the mere act of submission of a proposal, in and of itself, implies that the proper fully accepts the IOM General Conditions of Contract.” Please clarify or confirm that IOM considers Section 6 (pages 20-30) as General Conditions of Contract, or if there is something in addition to that text that bidders must consider.</i>	<i>IOM confirms that considers Section 6 (pages 20-30) as General Conditions of Contract</i>
15	<i>Does IOM have any flexibility in to make revisions to its General Conditions of Contract if Contractors present suggested revisions in their proposal?</i>	<i>IOM aims to avoid making extensive revisions to the General Conditions of Contract during the evaluation and award phase. However, IOM remains committed to considering reasonable suggestions for improving the contract terms and conditions. Should contractors have specific proposed revisions that they believe are essential to the successful execution of the project, it is advisable to include these suggestions in their proposals</i>
16	<i>Page 15, Paragraph 49 – please clarify what the liquidated damages are as it relates to this activity.</i>	<i>In case of variation from the proposed delivery schedule may impose liquidated damages per week of delay: 1.% up to a maximum of 10% of the relevant PO value.</i>
17	<i>Could IOM please clarify what it considers to be a Joint Venture (JV), Consortium, or Association? Would IOM also confirm that a subcontractor arrangement would not be constituted as JV, Consortium, or Association?</i>	<i>IOM confirms that a subcontractor arrangement would not be constituted as JV, Consortium, or Association?</i>
18	<i>Additionally, we were wondering about IOM’s preferred approach regarding the design of the methodology and the financial proposal. On the one hand, the ToR proposes a general timeline for each potential assignment per phase. On the</i>	<i>Option A. For the methodology design, IOM is not requesting for a detailed methodology but rather how they applicants would approach an assignment in general. For the financial proposal, we need to know what the cost for each of the steps would be (for a single iterance). Please do</i>

	<p><i>other hand, Annex C details the estimated number of services monthly and quarterly. Based on your preferences, we would be happy to design the methodology and the financial proposal based on either:</i></p> <ol style="list-style-type: none"> <i>1. A general potential (ad hoc) assignment per phase (inception; data gathering; analysis and reporting) or</i> <i>2. An overall inception phase of TPM activities; (monthly/quarterly ongoing) data gathering; and analysis and reporting on a monthly basis (through a dashboard) as well as on a quarterly basis (a detailed report describing the findings accompanied by a presentation of findings).</i> 	<p><i>not design the financial proposal based on Annex C only. This is attached for applicants to understand a tentative scale for economies of scale, however this number will most likely change in the course of implementation.</i></p>
19	<p><i>Section 4: Evaluation Criteria of the RFP (pg. 16) mentions that Form L is the required document to establish compliance with the "Proposal Security with a compliant validity period" criteria. If it is required, please provide Form L.</i></p>	<p><i>Kindly note that the Proposal Security requirement has been removed from the RFP therefore please disregard it.</i></p>
20	<p><i>Form G of the RFP (pg. 42) says that offerors must provide the CV of each key personnel using the format in Form H and the statement of exclusivity and availability using the format in Form I. If it is required, please provide Form I.</i></p>	<p><i>Kindly note that the statement of exclusivity has been removed from the RFP therefore please disregard it.</i></p>