



Letter of Invitation - Request for Proposals

The International Organization for Migration (hereinafter called IOM) intends to contract a Service Provider for the project “**Facilitating Chinese Migration & Mobility**” for which a Request for Proposals (RFP) is being issued.

IOM invites Service Providers/Consulting Firms to provide a Technical and Financial Proposal for **ICTS Infrastructure Services**. More details on the services required are provided in the RFP Terms of Reference (TOR). Service Providers/Consulting Firms interested in obtaining the full RFP documentation are kindly requested to send an email to the following address: **fm.rfp@iom.int**

The Service Provider /Consulting Firm will be selected under the Quality and Cost Based Selection procedures described in the RFP.

The RFP includes the following documents:

- Section I. Instructions to Service Providers/ Consulting Firms
- Section II. Technical Proposal – Standard Forms
- Section III. Financial Proposal – Standard Forms
- Section IV. Terms of Reference
- Section V. Standard Form of Contract

All proposals must be delivered by hand or through mail to the IOM office in Beijing, located at Tayuan Diplomatic Compound, Building 9, Unit 1, Floor 8, 1 Xindonglu, Chaoyang, 100600, Beijing, P.R. China, on or before **20 June 2018 by 1600**. No late proposals will be accepted.

Please be advised that IOM reserves the right to accept or reject any proposal and to annul the selection process and reject all Proposals at any time prior to contract award, without thereby incurring any liability to affected Service Providers/ Consulting Firms.

Etienne Micallef
Officer in Charge
IOM Mission in Beijing, China

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints.