

IOM MISSION – MALAYSIA

CALL FOR EXPRESSION OF INTEREST (CEI)

1. Timeline

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| Call for Expression of interest ID # | IOM MALAYSIA/ EOI-001-2021/ CREST- Funding schemes for CSOs |
| Posted (date) | 30 September 2021 |
| Clarification Request Deadline | Friday, 8 October 2021 |
| Application Deadline | Friday, 22 October 2021 |
| Notification of Results | By Friday, 5 November 2021 |
| Implementation Start Date | 1 December 2021 (suggested) |
| Implementation End Date | 31 August 2022 |

2. Locations

The proposed projects are to be implemented in Malaysia.

3. Sector(s) and area(s) of specialization

To set up country-level funding schemes for civil society organizations (including trade unions and migrant-led groups) to provide needs-based humanitarian relief and assistance to migrant workers and their families impacted by COVID-19 in Malaysia, such as provision of meals, temporary shelter, distribution of hygiene kits and non-food items.

4. Issuing Agency

International Organization for Migration (IOM) Mission in Malaysia.

5. Project Background

This call for expression of interest is being implemented under the project 'Enhancing Protection of Migrant Workers in Asia Impacted by COVID-19', which falls under IOM's Corporate Responsibility in Eliminating Slavery and Trafficking (CREST) programme. The CREST programme is funded by the Swedish International Development Cooperation Agency, with support from IOM's partners in the private sector.

6. Expected Results

- a. Identification of vulnerable migrant workers adversely affected by the COVID-19 pandemic in specific geographic locations in Malaysia;
- b. Successful provision of direct assistance to migrant workers and their families, based on needs identified;
- c. Monitoring and evaluation of the direct assistance provided to migrant workers and

their families and reporting to IOM.

7. Indicative Budget

The total budget for this activity is USD 120,000.00, to be allocated among successful applicants.

8. Selection Criteria

Interested applicants must:

- Be a registered civil society organization, migrant-led group or trade union;
- Have a registered bank account;
- Be directly responsible for the preparation and management of the project, i.e. not acting as an intermediary;

Successful applications will be selected based on the below criteria:

| Name | Description | Points |
|--------------------------|---|--------|
| Overall Response | 1. Completeness of the response and overall concord in terms of requirements set in the ToR; | 5 |
| Relevance/ Experience | 2. Relevance of the proposal to achieving expected results; | 20 |
| | 3. Expertise and experience in delivery of humanitarian/direct assistance, or projects with similar scope; | 20 |
| | 4. Adequacy and clarity of proposed budget (including contributions if any); | 20 |
| Sustainability | 5. Established partnership with stakeholders (including Government, other civil society actors, migrant-led groups, UN Agencies and others) to achieve results; | 10 |
| | 6. National and local presence; | 10 |
| Others | 7. Gender mainstreaming; | 5 |
| | 8. Realistic timeline for implementation; | 5 |
| | 9. Innovative approach. | 5 |

9. Attachments

| Attachments | Description |
|-------------|--|
| ANNEX A | Terms of Reference (ToR) |

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| ANNEX B | References Checklist |
| ANNEX C | Concept Note |
| ANNEX D | Budget Template |

10. For more information on this partnership opportunity, and to apply, please visit

<https://www.iom.int/countries/malaysia>

Organizations responding to this call need to demonstrate their capacity to implement all listed activities as a single package. Partial applications for individual activities will not be considered.

IOM reserves the right to cancel/reduce the scope of planned activities or to introduce new/broaden the scope of the existing activities.

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 Implementing Partners.

For more information, please contact in writing IOM Kuala Lumpur Procurement kulprocurement@iom.int copying Mr. Vickram Rangunath, IOM Senior Project Assistant (MPA), vragunath@iom.int.

Expression of Interest submission guidelines

1. The Application must be submitted by email to iommytender@iom.int no later than Friday, 22 October 2021 at 5.00pm (GMT +8.00) . Late Application will not be considered.
2. The Application must be submitted in English language and in the format prescribed by IOM within the CEI. All required information must be provided, responding clearly and concisely. Any application which does not fully and comprehensively address this CEI requirements may be rejected.
3. Applications may be modified or withdrawn in writing, prior to the closing time specified in this Request for EoI. Applications shall not be modified or withdrawn after the deadline.
4. The Applicant shall bear all costs associated with the preparation and submission of the Application and IOM will not in any case be responsible and liable for the costs incurred.
5. IOM at no occasion will ask an application fee from Applicants.
6. All information given in writing to or verbally shared with the Applicant in connection with this CEI is to be treated as strictly confidential. The Applicant shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the selection process has been completed whether or not the application is successful.
7. IOM will treat all information (or that marked proprietary/sensitive/financial) received from Applicants as confidential and protect any personal data in accordance with its Data Protection Principles.
8. The Applicant by submitting an application gives consent to IOM to share information with

those who need to know for the purposes of evaluating and managing the proposal.

9. IOM reserves the right to accept or reject any Application, and to cancel the process and reject all Applications, at any time without thereby incurring any liability to the affected Applicants or any obligation to inform the affected Applicants of the ground for IOM's action.