

**IOM Uzbekistan**  
**REQUEST FOR QUOTATION**  
**MS.0010 /01\_2023**

RFQ Reference: MS.0010 /01\_2023

Date: 05.04.2023

Subject of RFQ : Supporting the Implementation of a Longitudinal/ Panel Study to Assess the Nexus between Migration, Environment and Climate Change in Mountain Areas of Uzbekistan.

International Organization for Migration kindly requests your quotation for the provision of the goods, works and/or services described in the RFQ submission form below.

When preparing your quotation, please be guided by the RFQ information below. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

**RFQ INFORMATION**

<b>Deadline for the submission of quotation</b>	21 April, 2023
<b>Method of submission</b>	Quotation must be submitted as follows: <input type="checkbox"/> E-tendering <input checked="" type="checkbox"/> Email <input type="checkbox"/> Courier / Hand delivery <input type="checkbox"/> Other <a href="#">Click or tap here to enter text.</a>
<b>Cost of preparation of quotation</b>	IOM shall not be responsible for any costs associated with a vendor’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
<b>Contractual Terms</b>	Any Purchase Order that will be issued as a result of this RFQ shall be subject to the IOM standard terms for provision of goods/services/transportation/medical services available at <a href="https://www.iom.int/do-business-us-procurement">https://www.iom.int/do-business-us-procurement</a> or IOM standard contract templates.
<b>Documents to be submitted</b>	Bidders shall submit and sign the-bid submission form below.
<b>Quotation validity period</b>	The quotation shall remain valid for 10 working days.

<b>Price</b>	Quotations shall be for the services stated in the TOR
<b>Partial quotations</b>	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted Insert conditions for partial bids and ensure that the requirements are properly listed in lots to allow partial bids
<b>Clarifications</b>	Contact person for correspondence, notifications and clarifications Contact person: Azat Abdulrahmanov or Anvar Umurzakov E-mail address: iomtashkent@iom.int
<b>Evaluation method</b>	<input type="checkbox"/> The contract will be awarded to the lowest price substantially compliant offer <input checked="" type="checkbox"/> Other: IOM will evaluate the Proposals on the basis of their responsiveness to the Terms of Reference, compliance with the requirements and by using the evaluation scorecard.
<b>Right not to accept any quotation</b>	IOM is not bound to accept any quotations, nor award a contract or purchase order
<b>Expected date for contract/PO award.</b>	May 2023

Thank you and we look forward to receiving your quotation.

Issued by: Procurement Unit

Signature: \_\_\_\_\_

Name:

Title:

Date:

**QUOTATION SUBMISSION FORM**

RFQ Reference: <u>MS.0010</u> /01_2023	Date:
RFQ ref no: <u>MS.0010</u> /01_2023	

**Requirements (TOR)**

**SUPPORTING THE IMPLEMENTATION OF A LONGITUDINAL/ PANEL STUDY TO ASSESS THE NEXUS BETWEEN MIGRATION, ENVIRONMENT AND CLIMATE CHANGE IN MOUNTAIN AREAS OF UZBEKISTAN**

**1. Nature of the consultancy:**

Support the implementation of a longitudinal/ panel study to assess the nexus between migration, urbanisation and climate change in mountain areas of Uzbekistan.

**Context:**

Mountain areas worldwide are highly vulnerable to the impacts of climate change. Average global warming of 1.5° and above is projected to have devastating impacts on mountain systems, including glacier retreat, increase in hazard risk and loss of biodiversity. However, in comparison to Small Island Developing States, mountain countries have not managed to develop collective advocacy efforts that catch the attention of global policymakers and donors.

The current and projected impacts of climate change in mountain areas have and will continue to have strong implications in terms of different forms of human mobility. As lives and livelihoods are disrupted, changes in mountain ecosystems imply shaping population movements of different kinds, including transhumance and pastoralism, labour migration, displacement and planned relocation (IPCC 2019). However, local, national and regional decision-makers and practitioners are often not equipped to address the human mobility implications of climate change in mountain areas.

IOM has launched a project entitled ‘**Addressing Human Mobility in a Changing Climate in Mountain Areas of Uzbekistan**’ to strengthen the evidence base on human mobility in contexts of disasters, environmental degradation, and climate change in mountain areas, with special attention to high mountains, and will also contribute to the dissemination of new information. IOM missions in Ecuador, Kazakhstan, Kyrgyzstan, Tajikistan and Uzbekistan will implement this study in multiple contexts, which requires the tool to capture information from multiple scenarios and facilitate comparative analysis. The cooperation between IOM and the Implementing Partner aims to implement a longitudinal/ panel study in Uzbekistan in collaboration with relevant stakeholders.

**Objectives:**

To contribute to the evidence-base on the nexus between migration, environment and climate change in the mountain areas in Uzbekistan.

**2. IOM Project to which the Consultancy is contributing:**

“**Addressing Human Mobility in a Changing Climate in Mountain Areas in Uzbekistan**”.

**3. Tasks to be performed under this contract:**

- a. Develop a work plan in coordination with the IOM project manager.
- b. Support the design of a longitudinal/panel study.
  - i. Provide input to the research design (including methodology, sampling strategy, research questions, data collection methods, data analysis plan, timeline, data analysis and data protection considerations and risk assessment plan) (in English) in coordination with the IOM project team, the international research partner and the other national implementing partners. The research design will be developed by an international partner.
  - ii. Provide input for the development of the research tools (e.g., house list, baseline questionnaire, questionnaire for supplementary data collection, etc.) (in English) in coordination with the IOM project team, the international research partner and the other national implementing partners. The research design will be developed by an international partner.
  - iii. Translate and test the baseline questionnaire. Provide feedback to the IOM project team and international partner.
- c. Prepare for the longitudinal/panel study in the selected areas of Uzbekistan.
  - i. Participate in the regional capacity development workshop in Almaty with the IOM project team, the international partner and the other national partners.
  - ii. Identify the research sites in coordination with the IOM project team, the international partner and relevant sectoral entities.
  - iii. Compile and analyze relevant secondary data for the research site.
  - iv. Prepare a brief literature review on the migration, environment and climate change nexus in Uzbekistan with a focus on the selected area of research.

**4. Tangible and measurable output of the work assignment:**

- A work plan.
- Written and verbal input to the design of a longitudinal/panel study.
  - The research design (including methodology, sampling strategy, research questions, data collection methods, data analysis plan, timeline, data analysis and data protection considerations and risk assessment plan) (in English).
  - The research tools (e.g., baseline questionnaire, questionnaire for supplementary data collection, etc.) (in English).
  - Translation and testing of the baseline questionnaire. Sharing written and verbal input with the IOM project team and the international partner.
- Prepare for the longitudinal/panel study.
  - Participate in the regional capacity development workshop in Almaty.
  - Identify the research sites.
  - Compile and analyse relevant secondary data for the research site.
  - Prepare a brief literature review on the migration, environment and climate change nexus in Uzbekistan.

**5. Realistic delivery dates and details as to how the work must be delivered, and performance indicators:**

The assignment will start on May 2023 and will have to be completed (and approved by IOM) by August 2023.

- Finalize a work plan by 25 May 2023.

- Provide input to the first draft of the research design (including methodology, sampling strategy, research questions, data collection methods, locations, data analysis plan, timeline, data analysis and data protection considerations and risk assessment plan) (in English) by June 2023.
- Translate and test the baseline questionnaire according to the work plan.
- Participate in the regional capacity development workshop according to the work plan.
- Identify the research sites according to the work plan.
- Compile and analyse relevant secondary data for the research sites in Uzbekistan according to the work plan.
- Prepare the short literature review on migration, environment and climate change in Uzbekistan according to the work plan.

## 6. Requirements

**The offers will be evaluated in compliance with the following requirements and provided documents:**

- If a Bidder deems that it does not have all the expertise for the assignment, it may obtain a full range of expertise by associating with the individual consultant(s) and/or other consultants or entities in a joint venture or sub-consultancy, as appropriate. Bidders may associate with the other consultants invited for this assignment or to enter into a joint venture with consultants not invited, only with the approval of IOM. In the case of a joint venture, all partners shall be jointly and severally liable and shall indicate who will act as the leader of the joint venture.
- A brief description of the entity and examples of recent experience on assignments of similar nature.
- Confirmation of work plan or suggested alternative in line with indicative work plan set out in the Terms of Reference.
- Details of suggested team members, including their relevant expertise for this assignment to be demonstrated by the bidder and if any and specific roles in the longitudinal/ panel study.
- Latest CVs for each suggested team member. Key information should include the number of years working for the entity and the degree of responsibility held in various assignments during the last five years.
- Be an academic institution or a consultancy firm involving a team of qualified researchers or affiliated individual consultant(s)/expert(s). Team members will have advanced postgraduate degrees (i.e., PhD, MA, MSc) in Economics, Sociology, Geography, Statistics, Development Studies, Migration Studies, Public Affairs and/or other disciplines relevant to the assignment.
- Demonstrated expertise in collecting, cleaning and analysis data from large surveys, ideally with a focus on migration, climate change and environmental issues.
- Demonstrated expertise in the team on climate change.
- Demonstrated expertise in the team on migration.
- Demonstrated experience in the team in close work and cooperation with the Ministry of Natural Resources of Uzbekistan, UZHYDROMET and other relevant line institutions.

- Demonstrated experience in publishing in peer-reviewed journals or being commissioned by government entities, UN agencies, or development partners to develop reports on relevant topics. At least three relevant publications are to be listed in the application and soft copies are to be submitted with the proposal.
- Demonstrated ability to work in English, with excellent oral and written communication skills in English.
- At least, three relevant publications are to be attached to the application.
- Financial proposal for the assignment. In preparing the Financial Proposal, consultants are expected to take into account the requirements and conditions outlined in the RFP. Financial proposals should include the daily rates of all members of the team, any travel costs, daily subsistence allowance as well as any costs related to data collection or analysis.
- Bidders shall express the price of their services in Uzbekistan Som.
- The Financial Proposal shall be valid for two months. During this period, the Bidder is expected to keep available the professional staff for the assignment. IOM will make its best effort to complete negotiations and determine the award within the validity period. If IOM wishes to extend the validity period of the proposals, the Bidder has the right not to extend the validity of the proposals.
- Service agreement between the International Organization for Migration and Service provider will be based on the IOM Contract Template

*The duration of the assignment is 4 months on a part-time engagement, considering the nature of the assignment.*

**Delivery Requirements:**

<b>Currency of the Quotation:</b> UZS					
<b>INCOTERMS:</b> Click or tap here to enter text.					
Item No	Description	UOM	Qty	Unit price	Total price
1.	Click or tap here to enter text.				
2.	Click or tap here to enter text.				
3.	Click or tap here to enter text.				
4.	Click or tap here to enter text.				
5.	Click or tap here to enter text.				
Total Price					
Transportation Price					
Insurance Price					

Installation Price	
Training Price	
Other Charges (specify)	
<b>Total Final and All-inclusive Price</b>	

**COMPANY PROFILE (Vendor Information Form)<sup>1</sup>**

Item Description	Detail
Legal name of bidder*	Click or tap here to enter text.
Legal Address (house no, street name, zip code, city*, region*, country*)	Click or tap here to enter text.

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<sup>1</sup> If company id not registered in UNGM or with IOM. If supplied to IOM already, please indicate if there are any changes to be incorporated in the vendor information sheet signed earlier

Item Description	Detail
Website	Click or tap here to enter text.
Registration date* and VAT number*	Click or tap here to enter text. <span style="float: right;">Click or tap here to enter text.</span>
Legal structure	Choose an item.
Business type/industry category*	<input type="checkbox"/> Direct Producer/Manufacturing <input type="checkbox"/> Reseller/Distributor/Service Provider
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No <span style="text-align: center;">If yes, insert UNGM Vendor Number</span>
Do you provide services/goods internationally?	<input type="checkbox"/> Yes <input type="checkbox"/> No <span style="float: right;">If</span> no, in which country: Click or tap here to enter text.
Contact information*	Company Tel/Mobile: Click or tap here to enter text. Company Email: Click or tap here to enter text. Company Website: Click or tap here to enter text. Contact Person 1: Click or tap here to enter text. Contact Person 2: Click or tap here to enter text.
Disability inclusive business*	<input type="checkbox"/> Yes <input type="checkbox"/> No
Women-owned/controlled*	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text. Other relevant information: Click or tap here to enter text.

#### BIDDER'S DECLARATION OF CONFORMITY<sup>2</sup>

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I hereby represent and warrant that neither the vendor, nor any person having powers of representation, decision-making or control over it or any member of its administrative, management or supervisory body, has been the subject of a final judgement or final administrative decision for one of the following reasons: bankruptcy, insolvency or winding-up procedures; breach of obligations relating to the payment of taxes or social security contributions; grave professional misconduct, including misrepresentation, fraud; corruption; conduct related to a criminal organisation; money laundering or terrorist financing; terrorist offences or offences linked to terrorist activities; child labour and other trafficking in human beings, any discriminatory or exploitative practice, or any practice that is inconsistent with the rights set forth in the Convention on the Rights of the Child or other prohibited practices; irregularity; creating or being a shell company.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor is financially sound and duly licensed.

<sup>2</sup> This form is mandatory to fill in and sign by every vendor who submits quotation



Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor has adequate human resources, equipment, competence, expertise and skills necessary to complete the contract fully and satisfactorily, within the stipulated completion period and in accordance with the relevant terms and conditions.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor complies with all applicable laws, ordinances, rules and regulations.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor will in all circumstances act in the best interests of IOM.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that no official of IOM or any third party has received from, will be offered by, or will receive from the vendor any direct or indirect benefit arising from the contract.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor has not misrepresented or concealed any material facts during the contracting process.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor will respect the legal status, privileges and immunities of IOM as an intergovernmental organization.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that neither the vendor nor any persons having powers of representation, decision-making or control over the vendor or any member of its administrative, management or supervisory body are included in the most recent Consolidated United Nations Security Council Sanctions List (the "UN Sanctions List") or are the subject of any sanctions or other temporary suspension. The vendor will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor does not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the UN Sanctions List and any other applicable anti-terrorism legislation.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that, the vendor will apply the highest ethical standards, the principles of efficiency and economy, equal opportunity, open competition and transparency, and will avoid any conflict of interest.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor undertakes to comply with the Code of Conduct, available at <a href="https://www.ungm.org/Public/CodeOfConduct">https://www.ungm.org/Public/CodeOfConduct</a> .
<input type="checkbox"/>	<input type="checkbox"/>	It is the responsibility of the vendor to inform IOM immediately of any change to the information provided in this Declaration.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I certify that I am duly authorized to sign this Declaration and on behalf of the vendor I agree to abide by the terms of this Declaration for the duration of any contract entered into between the vendor and IOM.
<input type="checkbox"/>	<input type="checkbox"/>	IOM reserves the right to terminate any contract between IOM and the vendor, with immediate effect and without liability, in the event of any misrepresentation made by the vendor in this Declaration.

Signature: \_\_\_\_\_

Name:  Click or tap here to enter text.

Title:  Click or tap here to enter text.

Date:  Click or tap to enter a date.