



International Organization for Migration (IOM)  
The UN Migration Agency

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## CALL for EXPRESSION OF INTEREST BULLETIN # 1

**Date :** 24 August 2021

**Project Reference:** CALL FOR EXPRESSION OF INTEREST - Prospective Implementing Partner/s under Transition and Recovery Division

Question No. 1 : Would you please precise the areas of intervention that this project will be looking at?

Answer: The geographical areas are Ruyigi, Makamba, Kirundo, and Muyinga.

Question No. 2: Would you please send us the Annex D, E and F (The Concept note, the Financial and Narrative Reporting Templates, and the - Project Implementation Agreement Template)?

Answer: Documents shared to all who requested already.

Question No. 3: Concerning the budget, the EOI doc says TBC, would you be able to give more guidance on this? Or what would you recommend?

Answer: The approximate budget would be about/maximum 300,000 USD.

Question No. 4: Partnership and coordination: Is an international NGO eligible for this call?

Answer: Yes, all INGOs or NGOs registered in Burundi.

Question No. 5: Can an international NGO signatory to the contract subcontract with a local NGO for part of the activities?

Answer: Yes, as long as there will be a primary Implementing Partner.

Question No. 6: Programme, beneficiaires/projet participants: Given that the timeline is not yet known, is there a priority area of intervention for IOM in Burundi covered by this call, considering the needs of IDPs, returnees and host communities? Is it to be identified by IOM or by implementing partners?

Answer: This has been answered previously in terms of geographical areas.

Question No. 7: Budget: In the budget part of this call, there is a budget to be confirmed. What is the indicative budget for the action?

Answer: Refer to answer #3.

Question No. 8: What is the percentage of the administrative lump sum on the proposal / the percentage for indirect costs?

Answer: We usually go with the percentage breakdown that are used for IOM. So 30% for staff and office, and 70% for operational costs.

Question No. 9: Is the partner's co-financing contribution required? If so, what is the amount of the contribution (%) expected from the partners? If so, can it be in-kind?

Answer: No.

Question No. 10: Can investment/operational costs (cars, motorcycles, communication means etc.) be budgeted?

Answer: Yes.

Question No. 11: Staffing: Can expat salaries be considered in the proposed indicative the budget?

Answer: Yes, Implementing Partner should indicate the percentage of salary of the staff to be paid on the project budget.

Question No. 12: Timeline: It is indicated that the start (and end) date of the intervention is to be confirmed. Is there already a specification?

Answer: Yes, implementation should start as soon as the contract is signed, and implementation should be finished by March 2022.

Question No. 13: Administrative: What are the next steps in the selection process? Is there a concept note/full proposal stage after the expression of interest?

Answer: Due diligence assessments will be carried by IOM Burundi so it may take 1-2 weeks. Yes, these documents are to be requested qualified and selected Implementing Partner.

Question No. 14: According to the ToR and the call, could you please kindly provide us with the documents below in order to apply?

Answer: Shared already.

IOM Bujumbura, Burundi  
Procurement and Logistics Unit