

REQUEST FOR EXPRESSION OF INTEREST (REOI)

REOI Reference: REOI/VSM/23.186/VS for Vendor Screening - MSCU	Date: 3 rd May 2023
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The International Organization for Migration (IOM) invites interested and eligible vendors to submit Expressions of Interest (EOIs) in respect of provision of the requirements described below. The purpose of the REOI is to identify vendors that wish to participate in a forthcoming solicitation process.

Description	IOM Manila Supply Unit (MSCU) seeks expressions of interest from vendors for the for the Provision of solution to screen selected individuals against specified sanctions lists.
UNSPSC code(s)	71161608
Project Background	<p>Established in 1951, IOM is the leading UN agency in the field of migration working closely with governments, other UN agencies, and non-government organizations to achieve its goals. IOM is dedicated to promoting humane and orderly migration for the benefit of all and acts with its partners in the international community to carry out initiatives and programs to assist in meeting the growing operational challenges of migration management, advance understanding of migration issues, and encourage social and economic development through migration while upholding the human dignity and well-being of migrants.</p> <p>Today, IOM operates in 436 offices across more than 100 countries, with an operating budget of approximately USD 3 Billion in 2022, mainly through Member State contributions and donor funding.</p> <p>IOM works with around 30,000 actual (spend-authorized) vendors in a given year plus an additional “prospective” vendors.</p> <p>Now IOM intends to reflect this activity, although within a different operational and system architecture, inside the new ERP (ORACLE ERP).</p> <p>Therefore IOM intends to establish a contract for professional services with a supplier(s) for the provision that will screen vendors for IOM against the required sanction lists and will subsequently ensure for IOM the internal processing, accordingly to IOM’s established processes regarding vendor screening. This will require this service provider to access and interact with IOM’s ORACLE ERP</p>
Deadline for the Submission of EOI	<p>11th May 2023 on or before 16:00H Manila time (GMT +8)</p> <p>If any doubt exists as to the time zone, refer to http://www.timeanddate.com/worldclock/.</p>
Content of EOI	<p>The EOI should include the following information:</p> <ul style="list-style-type: none"> Submission of following Eligibility documents <p>Eligibility Criteria (Legal)</p> <ul style="list-style-type: none"> Bidder is a legally registered entity o Bidder must submit a Certificate of Registration of the business, including Articles of Incorporation, or equivalent document if Bidder is not a corporation. Vendor is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation Company Profile (Brief presentation of company including number of staff, turnover, years in business)

	<p>Eligibility Criteria(Technical)</p> <ul style="list-style-type: none"> • Proven experience in implementing sanction screening solutions; Minimum 3 contracts of similar value, nature and complexity implemented over the last 3 years • Previous work with other international organizations and/or major institutions in the field of sanction screening. Minimum 3 contracts of similar value, nature and complexity implemented over the last 5 years • The proposed staff responsible for the provision of the services to IOM is expected to be fully familiar with the functionality and will need to be familiar with the use of ORACLE ERP; Minimum 1 contract of similar value, nature and complexity implemented over the last 3 years • Contact information: full name and address, country, telephone number, e-mail address, website and contact person. <p>Additional requirements</p> <ul style="list-style-type: none"> • Provide an overview of how your service works, as well as the options available for providing party data to the service and options for receiving responses from the service(methodology). • Provide your Pricing structure (eg. Service setup,monthly provision, ad hoc services, etc.) <p>Note: Prices are not required at this stage.</p>
Method of Submission	<p>Expressions of interest shall be sent by email as follows:</p> <p>Email address: ageorgadas@iom.int</p> <p>Copy: mscuprocurement@iom.int</p> <ul style="list-style-type: none"> ▪ File Format: PDF. ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 8 MB ▪ Mandatory subject of email: REOI/VSM/23.186/VS for Vendor Screening - MSCU ▪ Multiple emails must be clearly identified by indicating in the subject line "email no. X of Y", and the final "email no. Y of Y. ▪ You should receive an email acknowledging receipt.
Contact Person for correspondence and clarifications	<p>Alexandros GEORGANTAS</p> <p>E-mail address: ageorgadas@iom.int</p>
REOI Conditions	<p>This Request for Expression of Interest does not constitute a solicitation. reserves the right to change or cancel the requirement at any time during the EOI and/or subsequent solicitation process. IOM also reserves the right to require compliance with additional conditions as and when issuing the final solicitation documents. Submitting an EOI does not automatically guarantee receipt of the solicitation documents when issued.</p> <p>Invitations to bid or requests for proposals and any subsequent purchase order or contract will be issued in accordance with the rules and procedures of</p>
Pre-qualification Criteria	<ul style="list-style-type: none"> • Submission of all documents stated in Content of EOI

OBJECTIVE AND SCOPE

Keeping this train of thought, one of the most important aspects IOM needs to guarantee is the vendor screening process against the required sanctions lists..

To attain this, IOM intends to establish a contract for professional services with a supplier(s) for the provision that will screen vendors for IOM against the required sanction lists and will subsequently ensure for IOM the internal processing, accordingly to IOM's established processes regarding vendor screening. This will require this service provider to access and interact with IOM's ORACLE ERP.

Also, it is expected that the service provider provides a solution to continuously screen individuals and entities to be engaged with IOM in the performance of its mandate against sanctions lists.

DELIVERABLES

The service provider shall -through automatic integration with IOM's Oracle Cloud ERP system automatically screen all vendors against the following sanction lists:

- UN Security Council Consolidated list of individual entities with association to Terrorist Organizations
- UNGM/UN Secretariat Procurement Division list of suspended or removed vendors:
- World Bank List of Ineligible Firms and Individuals
- EU sanctioned vendors
- US sanctioned vendors

The fields that should be checked (at minimum) are:

- Vendor name (all names and aliases)
- Owner's name (in the case of a company);
- Vendor address;
- Vendor tax ID;
- Vendor bank account.

The stages when vendors shall be screened are:

- When the vendor creates a prospective-vendor self-registration/when IOM staff registers the vendor on their behalf for the first time (either as prospective or spend-authorized);
- Before approval of promotion of prospective vendors to spend-authorized vendors;
- Before approval of contract/PO award;
- Before dispatching a call-off PO (Issuing PO for a Contract);
- Before payment;
- In Addition to this is the periodic execution of prospective suppliers on a quarterly basis

ANNEX 1: Additional Requirements

Ref	Additional Requirements	Vendor's Specification/Responses
1	Provide an overview of how your service works, as well as the options available for providing party data to the service and options for receiving responses from the service.	
2	Explain your pricing structure (e.g. Service setup, monthly provision, ad hoc services, etc.)	

