



International Organization for Migration (IOM)
The UN Migration Agency

REQUEST FOR PROPOSALS
SERVICES FOR

***CONDUCTION OF A STUDY ON CASE MANAGEMENT PRACTICE
IN THE CONTEXT OF THE EU-IOM JOINT INITIATIVE FOR
MIGRANT PROTECTION AND REINTEGRATION***

BID BULLETIN

Addendum No. 2

This Addendum No. 02 is issued to **share the received questions by vendors and discussions on the call received on 26 April 2022** for RFP RONBO 22-001 Services for Conduction of a Study on Case Management Practice in the Context of the EU-IOM Joint Initiative for Migrant Protection and Reintegration posted in IOM and UNGM websites on 19 April 2022.

Signed By: RONairobi Procurement

Questions for RFP RO22-001

- In the RFP, you mention the TPF-3 should not exceed 10 pages (page 8) but then mention 25 pages (page 20). We wanted to confirm with you which size you were expecting.

25 pages in total inclusive of the CVs of Professional staff directly involved in the assignment.

- We wanted to confirm that you expect two separate emails for the financial & technical when submitting?

The Technical proposal and the Financial proposal should be in two separate files. These can be sent together in the same e-mail message (unless attachment size limitations apply).

- What is your differentiation between Technical/managerial staff and Support staff?

Technical/managerial staff refers to the consultant directly involved in the creation of content and analysis for the assignment.

Support staff refer to other categories of workers not directly contributing to the development of the analysis and contents but rather providing secretarial, logistical or administrative support to technical/managerial staff for the execution of the assignment.

In the context of this assignment, listing Support staff is not needed.

- What does 'professional staff' relate to?

Technical/managerial staff.

- Kindly, share the budget estimate for the project.

IOM is not in a position to share the budget estimate for this assignment. Bidders are encouraged to submit their best offer.

- Is it possible to extend the deadline for submission of the proposal (to give time for incorporating information that will be shared during pre-bid conference into the proposal)?

The submission deadline has been extended to the 4th of May at 23:59 East Africa Time

- We wanted to confirm with you as well that the timeline of the project is 31 weeks (from 28 March 2022, p. 17, to 31 October 2022, p. 39)? Are we correct in assuming this timeline will be moved to then suit the contract signing date?

The timeline is subject to change and can indeed be moved to account for the procurement and contracting period. The timeline will not go over the end of 2022 given due to the fact that the project funding the assignments ends then.

- We would like to ask some clarification as to what data the MiMOSA collects, and whether the contracted consulting firm would have access to such data? For instance, does the MiMOSA collect information on satisfaction of beneficiaries and case workers and trainings received by case workers, does it include the list of activities conducted, beneficiary-case worker ratios, frequency of different service provision and activities etc... in addition to demographic data?

MiMOSA mainly contains biographical, demographic and vulnerability/protection related data on beneficiaries, in addition to data on the services that IOM or its implementing partners provide to them (including return- and reintegration-related services) and M&E data based on

standard questionnaires administered by IOM globally.

MiMOSA has known gaps when used as a tool for case worker supervision and reintegration-related case management. Data on beneficiary/case worker ratios will have to be reconstructed from different sources (including – but not exclusively – MiMOSA).

Data on trainings received by case workers is not available in MiMOSA.

The service provider will be given details on the design of the forms in MiMOSA and, its business rules and functionalities. Anonymized beneficiary data can be provided to the service provider on the basis of a demonstrated need for the analysis.

- In the rating criteria, it is indicated that strong econometric knowledge is required. Does this relate to needing someone to understand MiMOSA and how it works or something else?

This is an editorial mistake. The correct definition is as follows:

2) Qualifications and profile of case management experts in the team

A very good level of expertise and experience in case management is present across the various members of the proposed team. -> 15

A fair level of expertise and experience in case management ~~impact evaluation study conduction and econometric analysis~~ is present across the various members of the proposed team. -> 10

A barely sufficient level of expertise and experience in case management ~~impact evaluation study conduction and econometric analysis~~ is present across the various members of the proposed team. -> 5
 Insufficient level of expertise and experience in case management ~~impact evaluation study conduction and econometric analysis~~ is present across the various members of the proposed team. -> 0

- Also, for ease of sample design, kindly share the data on the number of beneficiaries, workers among others.

Number of beneficiaries of the EU-IOM Joint Initiative programme are available on the programme's website: <https://www.migrationjointinitiative.org/>.

It should be noted that IOM does not recommend the administration of a quantitative survey among beneficiaries as part of this assignment for cost and fatigue reasons. Case workers and other staff from IOM and its implementing partner can instead be object of quantitative data collection, depending on the preferences of the bidders as they are expressed in the technical proposal. IOM recognizes that the core analysis to be performed for this assignment can rely on qualitative data mainly or exclusively.