

REQUEST FOR QUOTATION

RFQ Reference: [EVA-2024-03](#)

Date: 15 May 2024

Subject of RFQ: [EVALUATION OF THE IOM DATA STRATEGY](#)

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

Deadline for the submission of quotation	5 June 2024, Midnight Geneva (Switzerland) time If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/ .
Method of submission	Quotation must be submitted as follows: <input checked="" type="checkbox"/> Email
Cost of preparation of quotation	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.
Contractual Terms	Any Purchase Order that will be issued as a result of this RFQ shall be subject to the IOM standard terms for the provision of goods/services/transportation/medical services available at https://www.iom.int/do-business-us-procurement or IOM standard contract templates.
Documents to be submitted	Bidders shall submit and sign the bid submission form below, including the technical proposal with a description of the approach, methodology, activities, work plan, deliverables and consultant(s) experience and expertise matching the Terms of Reference (ToR), price offer, company profile, declaration of conformity, two examples of similar work, and three references.
Quotation validity period	The quotation shall remain valid for 60 days from the deadline for the submission.
Price	Quotations shall be for the goods, works and/or services stated in the TOR
Partial quotations	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted
Clarifications	Contact person for correspondence, notifications and clarifications: Contact Person: Andres BOTERO E-mail address: eva@iom.int
Evaluation method	<input type="checkbox"/> The contract will be awarded to the lowest price substantially compliant offer. <input checked="" type="checkbox"/> Other: See Annex 1.
Right not to accept any quotation	IOM is not bound to accept any quotations, nor award a contract or purchase order
Expected date for contract/PO award.	12 June 2024

Thank you and we look forward to receiving your quotation.

Issued by:

Christophe FRANZETTI, Chief of Evaluation. 15 May 2024

Requirements –Terms of Reference

EVALUATION OF IOM’S MIGRATION DATA STRATEGY

Commissioned and managed by: IOM Central Evaluation Division (CED), Office of Internal Oversight (OIO)

1. Evaluation Context

In 2007, Member States requested IOM to be a primary reference point for migration information, research, best practices, data collection, compatibility and sharing. Among the first steps toward protecting the personal data of individuals, and in line with Article 12 of the Universal Declaration of Human Rights and Article 17 of the Covenant on Civil and Political Rights, the IOM Data Protection Principles were elaborated, based also on IOM existing rules and standards on protection.

Following the integration of IOM to the United Nations as a related organization in 2016, IOM together with the UNDESA and the OECD, have been organizing the International Forum on Migration Statistics on a biennial basis since 2018 to better coordinate existing data collection and understand global migration trends, drivers and impacts to support the implementation of the 2030 Agenda.

In 2017, the UN General Assembly (GA) adopted the global indicator framework for the Sustainable Development Goals (SDG) and targets of the 2030 Agenda for Sustainable Development¹ including Target 17.18, which specifies: “By 2020, enhance capacity-building support to developing countries, including for least developed countries and small island developing States, to increase significantly the availability of high-quality, timely and reliable data disaggregated by income, gender, age, race, ethnicity, migratory status, disability, geographic location and other characteristics relevant in national contexts”.

The same year, IOM launched the Migration Data Governance Guidelines² to ensure that migration data is processed and published with appropriate access controls, disclosure levels, storage, retention and disposal processes to ensure data protection, risk management and data quality and integrity. In 2019, the [IOM Strategic Vision 2019-2023](#) acknowledged that more strategic partnerships were needed to support governments with robust research, analysis and data collection capacities for the governance of migration and the provision of assistance to migrants.

In 2020, the UN Secretary-General introduced the Data Strategy 2020-2022 focussing on the utilization and value of UN data and its full potential for decision-making and to deliver better results. In 2023, it launched the United Nations 2.0 initiative to improve the way the UN collects, handles, governs and uses data to make it more effective in addressing global challenges.

¹ [A/RES/71/313](#)

As a new step in the reinforcement of data management and publication in IOM, IOM launched in 2020 the preparation of the [Migration Data Strategy 2020-2025: Informing Policy and Action on Migration, Mobility and Displacement](#) (MDS). The MDS is a main reference for this evaluation as it aims to enhance data availability and promote its use to achieve stronger governance outcomes and positive impacts for migrants and societies. The MDS includes three strategic objectives: (a) Strengthen the global evidence base on migration; (b) Develop the capacity of States and other relevant partners to enhance the national, regional and global migration evidence base; and (c) Ensure more evidence-based IOM- and United Nations system-wide programming, operations, policy advice and communications. The strategy leverages IOM's global footprint, its understanding of the movement of people globally, its relationship with Member States and direct engagement with a wide range of beneficiaries, as well as its mandate within the United Nations system, most notably, as Coordinator of the United Nations Network on Migration³.

In 2024, IOM launched the [Strategic Plan 2024-2028](#) focusing on three objectives: 1) Saving lives and protecting people on the move; 2) Driving solutions by empowering people, communities, and governments, including by anticipating climate displacement, and better using our data; and 3) Facilitating pathways for sustainable development, including by building partnerships across the private sector. The Strategic Plan prioritizes the availability and use of data for action, including data on the mobility, capabilities, vulnerabilities and needs of displaced, host and mobile populations to help save lives, protect people on the move and deliver solutions; data for insight, by developing data-driven capacity to foresee migration and displacement patterns to help facilitate regular migration pathways; and data for foresight, to help drive anticipatory action. It gives data a central role for internal decision-making and management of the Organization. The plan recognizes the need for appropriate systems and data fluency to collect, safely store, analyse, share and apply disaggregated data and evidence across the mobility spectrum.

Built on the experience of the set-up of the Global Migration Data Analysis Centre in Berlin (see below), IOM publicly launched the Global Data Institute (GDI) in November 2023 to further enhance the availability and promote the use of data to achieve stronger governance outcomes and positive impacts for migrants and societies. The GDI produces and manages data for action, analyses data for insight and understanding of migration corridors, and employs analytical techniques and modelling for foresight, including regarding climate change impacts on human mobility. The GDI is hosted in the newly created Department of Data, Insights and Policy Coordination. While the final structure of the department is still to be confirmed, it includes the following main areas:

The [Displacement Tracking Matrix \(DTM\)](#): conceptualized in 2004 and linked to the MDS objective 1.2, DTM is a system to regularly and systematically capture, process, analyse and disseminate information on the mobility, vulnerabilities, and needs of displaced and mobile populations that enables decision-makers and responders to provide those populations with better context-specific assistance. It comprises four distinct components: mobility tracking, flow monitoring, registration, and surveys. The DTM provides primary data and information on displacement at the country and global level and can be adapted for use in various contexts and countries, for instance in situations involving conflict, climatic shocks, complex emergencies, and prolonged crises⁴.

The [Global Migration Data Analysis Centre \(GMDAC\)](#): Based in Berlin, it was established in 2015 to respond to calls for better international migration data and analysis. It had three objectives: (1) To strengthen the role of data in global migration governance, (2) to support IOM Member States' capacities to collect, analyse and use migration data, and (3) to promote evidence-based policies by compiling, sharing and analysing IOM and other

³ See: [IOM Migration Data Strategy. Implementation highlights 2020-2023](#)

⁴ See [Thematic Evaluation of the Displacement Tracking Matrix](#) (2018)

sources of data. The GMDAC also facilitates public access to data, mainly through the [Global Migration Data Portal](#) launched in 2017 to serve as a single access point to comprehensive migration statistics and reliable information, integrating and making sense of existing migration⁵. The GMDAC host multiple migration data sets, including from the following initiatives:

- [Missing Migrants Project](#): it tracks since 2013 deaths of migrants and those who have gone missing along migratory routes across the globe to inform SDG 10.7.3.
- [Migration Governance Indicators \(MGI\)](#): is a needs-assessment tool developed in 2016, that helps States identify the strengths and weaknesses of their migration policies and contributes to better understanding of national and local migration governance worldwide.⁶

The IOM Policy, Knowledge and Research Division (PKRD) is also playing an important role in the use and dissemination of migration data⁷ and is part of the Department of Data, Insight and Policy Coordination. It supports IOM's efforts to do and guide policy-oriented migration research and analysis. The division collaborates with applied and academic migration researchers from around the world and is the focal point for research partnerships. The PKRD portfolio includes several publications, among which:

- The [World Migration Report \(WMR\)](#): published at least every two years since 2000, offers data and analysis on global migration issues, including migration trends, dynamics and patterns worldwide⁸.
- The [Data Bulletin Series](#): produced by IOM and external experts and partner agencies to support the implementation of the Global Compact for Migration (GCM). It spans a broad range of topics covered by GCM, highlighting available data sources as well as data gaps and challenges relevant to each of them.
- The [Migration Policy Practice](#): focuses on policy-oriented research and analysis, with the aim to contribute to a better understanding of the multidimensional aspects of migration and inform migration policies at the national, regional and international levels.

IOM's work on data implies coordination at multiple levels. In some instances, IOM collects migration data or supports its collection mainly for operational purposes, for instance, on [resettlement assistance](#) to refugees and other persons travelling under IOM auspices⁹, voluntary return and reintegration assistance¹⁰, health assessments and pre-departure and training orientation. In other cases, IOM shares migration data externally, for example, through the Regional Data Hubs, which report periodically on regional migration trends, and through the [Migration Profiles](#), which give an overview of key migration and socioeconomic development trends at the regional and country levels.

IOM also works to enhance national capacities for collecting, analysing and using different kinds of migration-related data in areas such as border management, identity management, labour migration, diaspora engagement, trafficking in persons, environment and climate change, stability and remittances. Some of the initiatives that IOM supports are collaborative with other entities, such as the [Counter Trafficking Data Collaborative \(CTDC\)](#), global data hub on human trafficking, publishing harmonized data from counter-trafficking organizations around the world.¹¹

⁵ See the internal independent evaluation of the IOM's Global Migration Portal (2019)

⁶ See evaluation of the [Migration Governance Indicators Programme](#) (2021)

⁷ See also IOM Website on data and research: [Migration Data and Research | IOM, UN Migration](#)

⁸ See evaluation of the [World Migration Report](#) (2020)

⁹ See: [IOM Resettlement](#) (2023)

¹⁰ See IOM [Return and Reintegration highlights](#) (2022)

¹¹ The data from the CTDC is complementary to the one from the United Nations Office on Drugs and Crime (UNODC), who has a specific mandate to combat human trafficking, and is based on data from official national sources.

The Organization is also part of migration statistics and data relevant UN processes, working groups, and other collaborative initiatives such as:

- [UN Committee of the Chief Statisticians of the UN System](#) since 2017.
- Co-custodian for two SDG indicators 10.7.3 and 10.7.2.
- [UN Expert Group on Migration Statistics](#) formally established in 2018 by the UN Statistical Commission.
- [Expert Group on Refugee, IDP and Statelessness Statistics \(EGRIS\)](#).
- Data for Solutions to Internal Displacement (DSID) taskforce, a multi-stakeholder body convened under the Office of the Special Advisor on Internal Displacement to deliver coordinated and accountable support to Resident Coordinators (RCs) and UN Country Teams (UNCTs) on data for solutions.
- [UN Privacy Policy Group \(UN PPG\)](#), an inter-agency group created to advance dialogue and information sharing on key issues related to data privacy and protection within the UN system.
- [Data Science & Ethics Group](#) established in 2018 and coordinated by the Data Science Initiative and IOM, which convenes diverse voices aiming to create a shared understanding of the ethical issues arising from humanitarian data discussions.
- [Data Responsibility Working Group \(DRWG\)](#) a global coordination body working to advance data responsibility across the humanitarian system.
- [Big Data for Migration Alliance \(BD4M\)](#) a dedicated network of stakeholders seeking to facilitate responsible data innovation and collaboration on migration and human mobility and for policy making.
- UN Network on Migration workstream for the [development of indicators to review progress related to GCM implementation](#), co-lead by UNDESA and IOM and established following the Progress Declaration of the International Migration Review Forum (IMRF) where Member States requested the Secretary-General to propose a limited set of indicators drawing on the global indicator framework for the SDG.
- UN Network on Migration workstream to produce [Actionable recommendations on missing migrants and providing humanitarian assistance to migrants in distress](#).
- [International Forum on Migration Statistics \(IFMS\)](#), organized by DESA, OECD and IOM since 2018, brings together producers and users of statistics on international migration.
- [Africa Migration Data Network \(AMDN\)](#) includes representatives from National Statistical Offices (NSOs) in Africa to promote a continental exchange of good practices on migration data issues and collaboration among network members in implementing migration data-related initiatives.

IOM collaborates with multiple UN organizations on data, including OCHA, UNOCC, UNHCR, UNICEF, UNDP, UNODC, UNECE, UNESCAP, ILO, UNCDF, UNDESA and UNCTAD. It also collaborates with multiple stakeholders outside the UN, including with the Internal Displacement Monitoring Centre (IDMC) to improve policy and action on internal displacement in conflict and disaster contexts, the Gallup World Poll and Eurobarometer related to public opinions on migration.

Internally, collaboration mainly involves the Department of Data, Insight & Policy Coordination, and in particular the GDI and PKRD, directly or through the Regional Thematic Specialist (Data and Analysis), with the Regional Data Hub Coordinators.

2. Objective of the Evaluation

The evaluation of IOM Migration Data Strategy 2020-2025 is part of the topics selected by IOM Central Evaluation Division (CED) for its Biennial Evaluation Plan 2023-2024. The evaluation examines migration data initiatives, action plans and the overall strategy to support IOM's role as a leading organization in data

management on migration. This includes a selection of migration data initiatives as case studies to be defined at the inception phase, including global initiatives as well as regional and country-led initiatives.

The evaluation's objective is to *'assess the extent to which IOM has effectively and efficiently achieved or is expected to achieve the results of the IOM Migration Data Strategy 2020-2025, as well as adherence to global commitments taken by IOM on data management since 2016 when IOM joined the UN and the launch of the strategy'*. The evaluation is also expected to provide insights on the relevance of IOM's work on migration data, including on the availability of reliable data and promotion of its use to achieve strategic outcomes in the support to migrants and societies. It will also include questions to assess internal and external coherence in data management, impact and sustainability.

The primary audience for this evaluation includes IOM management at headquarters, regional and country offices, as well as IOM staff given the importance of migration data in IOM's work. The evaluation is expected to inform IOM partners, and governments about IOM's role, collaboration and contribution in the field of migration data. The evaluation is also expected to be formative, with its conclusions and recommendations being useful in the preparation or review of GDI, thematic, regional and country workplans in alignment with the MDS, as well as on the preparation of the next migration data strategy. Whenever possible, the evaluation will highlight best practices and lessons to be learned.

The evaluation will also develop a Theory of Change (ToC) that articulates the connection of the different migration data initiatives to the MDS and IOM's Strategic Plan 2024-2028.

3. Evaluation Scope and Methodology

In line with its objective, the evaluation will respond to the evaluation questions grouped under the six OECD/DAC criteria of relevance, coherence, effectiveness, efficiency, impact and sustainability. The evaluation will mainly cover the period from 2020 when the MDS was launched but may also review important initiatives implemented before that date.

The methodology will consider multiple information and data sources and a mix of quantitative and qualitative methods, including an extensive documentation review (strategic documents, publications, specific web pages such as the ones listed above, and IOM information systems such as PRIMA), interviews, electronic surveys, and if opportune, a workshop with staff involved in the planning, implementation or use of migration data initiatives. Various data collection tools will facilitate the triangulation of evidence.

The evaluation will identify the migration data initiatives to be used as case studies to illustrate IOM's work. Field visits to the regions selected as case studies could be considered. The methodology will be further refined during the inception phase. The latter will include an inception report and an evaluation matrix defining the methods and instruments to answer the evaluation questions.

Main stakeholders to be invited to participate in the exercise, including Governments, UN entities and non-governmental stakeholders, will be identified during the inception phase to participate through interviews, consultations and/or surveys. A reference group (RG) will be established to provide comments on the evaluation ToRs and deliverables and, in some cases, to participate in the management response and follow-up to the recommendations.

4. Evaluation Questions:

Relevance:

1. Are the objectives and deliverables of the Migration Data Strategy relevant to meet IOM's expectations regarding its leading role in the field of Migration?
2. Are IOM migration data initiatives, tools and partnerships relevant to support the implementation of the Migration Data Strategy and contribute to the IOM Strategic Plan 2024-2028 objectives in terms of data management?
3. To what extent are centralized and decentralized IOM data initiatives relevant to support IOM's leading role in migration data and the implementation of the Data Strategy?
4. To what extent is the strategy and related guidance, mechanisms and processes relevant to ROs and COs in enabling the implementation of the strategy and the regional and country levels?

Coherence

1. How does IOM guarantee internal coherence between departments, regional and country offices in terms of data production, sharing and management and for the implementation of the Migration Data Strategy?
2. How effective is IOM in developing and maintaining partnerships in the field of migration data and for implementing the strategy?
3. How does IOM pursue complementarity, harmonization and coordination with migration data initiatives led by governments and other external stakeholders?

Effectiveness:

1. To what extent has IOM been able to set and monitor strategic targets and results for implementing the Migration Data Strategy in line with IOM mandate and Strategic Plan 2024-2028?
2. How effective has IOM been in achieving the objectives and deliverables of the data strategy?
3. To what extent is the strategy effective to guide and frame the migration data initiatives managed by the Institute and those managed by RO and CO offices?
4. How effective has IOM been in addressing data challenges identified by the international community and UN and/or listed in the data strategy?
5. How effective is IOM in communicating migration data initiatives and services to internal and external stakeholders?

Efficiency:

1. To what extent are the resources allocated to data technology, processes, architecture and practices sufficient to support the implementation of the strategy and meet IOM's ambitions as a lead agency in migration data?
2. Does IOM have the necessary expertise (E.g. data scientists, engineers, analysts, visualization experts) to implement the strategy and provide the training and support needed within and outside IOM?

Sustainability

1. To what extent does IOM's funding strategy ensure the sustainability of key migration data initiatives in support to the implementation of strategy and of other international initiatives such as SDG and GCM?

2. What is the likelihood that national governments will continue to support IOM data strategy, including with resources, particularly in relation to the development of governmental capacities in the field of migration data?

Impact:

1. What can already be identified as a positive and/or negative impact of IOM's migration data initiatives in enhancing the availability and promoting the use of data to achieve stronger governance outcomes and positive impacts for migrants and societies?
2. Can the identified/expected impacts be specifically attributed to the strategy or are they related to the work done within other frameworks such as the work of IOM within the UN Network on Migration or in collaboration with other actors such as UNDESA?

5. Ethics, norms and standards for evaluation

IOM abides by the [Norms and Standards for Evaluation of UNEG](#) and expects all evaluation stakeholders and the consultant(s) to be familiar and compliant with the [UNEG Ethical Guidelines for Evaluation](#), as well as the [UNEG Codes of Conduct for Evaluation in the UN System](#).

The evaluation must be conducted in full respect of IOM Data Protection Principles.

6. Evaluation deliverables

The following deliverables are to be provided by the evaluator throughout the evaluation process, upon a pre-agreed schedule:

1. Inception report¹² (including evaluation matrix and final methodology).
2. Draft evaluation report¹³, submitted for comments to the evaluation manager.
3. Debrief on initial findings.
4. Final evaluation report¹⁴ submitted to evaluation manager.
5. Evaluation brief.¹⁵
6. Brief progress report(s) during the evaluation depending on needs.
7. All deliverables are to be written in English. The deliverables should meet the quality standards described in IOM [Guidance on Quality Management of Evaluations](#) for inception reports, draft and final reports.

7. Roles and Responsibilities

The evaluation will be conducted by an external consultant/consultant firm under the responsibility of IOM Central Evaluation Division (CED). The Department of Data, Insight & Policy Coordination, and in particular the Global Data Institute (GDI) and PKRD, will be CED's main interlocutors for providing comments and feedback on the conduct of the exercise and on documents produced.

¹² Using IOM template.

¹³ Ibid

¹⁴ Ibid.

¹⁵ Ibid.

The establishment of a broader reference group (RG) will be discussed with the Department to contribute to and support the conduct of the evaluation, in particular for commenting on the inception and draft reports. This will be decided during the inception phase and may for instance include IOM Staff from regional and country offices working on data-initiatives used as case studies.

Within the RG, GDI will be tasked to coordinate the provision of relevant documentation and the identification of the internal and external structures, processes, policies, strategies and programmatic approaches referenced to answer the evaluation questions. They will also contribute to the establishment of interviews and survey respondents lists, and to the identification of case studies.

8. Budget

The costs of the evaluation will be covered by IOM Central Evaluation budget.

9. Time Schedule

Below is an indicative work plan for the conduct of the evaluation:

Activity	Timeframe/ deadlines	Indicative Working Days for consultancy	Who is responsible
Inception phase (including preparatory meeting)		8 days	Consultant
Review of the inception report			CED, Reference Group
Documentation review, surveys, interviews		34 days	Consultant
Evaluation draft report		8 days	Consultant
Review of the evaluation draft report			CED, Reference Group
Finalisation of the evaluation report and materials (Evaluation Brief and PPT)		5 days	Consultant(s)
TOTAL DAYS CONSULTANT		55 DAYS	

10. Consultant Qualifications

- (1) At least 15 years of evaluation experience (or 10 years evaluation experience and an advanced degree in social and political sciences).
- (2) Experience with at least three similar evaluations.
- (3) Advanced knowledge and skills in categorization, mapping, and mixed methods.
- (4) Strong background and expertise in conducting quantitative and qualitative data analysis.
- (5) Knowledge of French and Spanish languages is an asset.

Annex 1. Rating method

Technical Proposal (FP) Rating: *Weighted to reflect the relative importance of the different assessment criteria by inserting a value in the Value Column.*

0-5 (0 lowest to 5 highest) guide for scoring below

Criteria	Value	Score	Total
Technical			17
The proposal indicates a comprehensive understanding of the assignment.			
If relevant, the application details the target number of respondents.			
If relevant, the application describes how the sampling frame will be derived.			
The proposed methodology is sufficient to meet the purpose of the evaluation.			
The proposal identifies the most efficient and effective methodologies to achieve the purpose of the evaluation.			
Quality assurance			3
The bid includes a quality assurance plan.			
Evaluator / Evaluation team			23
The individual or proposed team has specific technical knowledge of and is familiar with the methods and approaches needed to conduct the evaluation.			
The individual or proposed team members meet the competencies required for this assignment			
The individual or proposed team is appropriate for the purpose and scope of the evaluation.			
The individual or proposed team has strong experience in conducting evaluations of a similar nature.			
The lead evaluator has experience in managing evaluation teams (if applicable).			
Budget			10
The budget proposal is realistic and in line with international practices and standards.			
the budget does not exceed available funds.	YES/NO		
Other			17
The sample of written work provided demonstrates strong writing and analytic skills.			
The references provided are relevant and positive.			
The individual or proposed team is available within the necessary time frame.	YES/NO		
The individual or proposed team has relevant language skills.	YES/NO		
The individual or consulting firm have relevant knowledge of IOM, migration and/or the United Nations system.			
TOTAL			70

Financial Proposal (FP) Rating: Lowest Priced Offer / Price Offer x 30

Total Combined Score: Technical Proposal Rating + FP Rating

QUOTATION SUBMISSION FORM

RFQ Reference: EVA-2024-3	Date: Click or tap to enter a date.
RFQ ref no: Click or tap here to enter text.	

Technical description of offered goods/services/works as per the RFQ requirements:

Price offer and information about the other conditions:

Currency of the Quotation: Click or tap here to enter text.					
INCOTERMS: 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					
Delivery time:					
Warranty:					
Terms of payment					
Other information:					

COMPANY PROFILE (Vendor Information Form)¹⁶

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.
Website	Click or tap here to enter text.
Registration date* and VAT number*	Click or tap here to enter text. Click or tap here to enter text.
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 If yes, insert UNGM Vendor Number
Do you provide services/goods internationally?	<input type="checkbox"/> Yes <input type="checkbox"/> No If 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.

¹⁶ If company did 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

BIDDER'S DECLARATION OF CONFORMITY¹⁷

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.
<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.

¹⁷ 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 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 https://www.ungm.org/Public/CodeOfConduct .
<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.