

IOM MISSION – EGYPT

CALL FOR EXPRESSION OF INTEREST (CEI)

1 **Timeline**

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|--------------------------------|-------------------------|
| CEI Reference number | EG23-018 |
| Posted (date) | 16 November 2023 |
| Clarification Request Deadline | 23 November 2023 |
| Application Deadline | 3 December 2023 (12 PM) |
| Notification of Results | 2 – 3 weeks |
| Implementation Start Date | February 2024 |
| Implementation End Date | February 2025 |

2 **Locations**

Cairo, Egypt

3 **Sector(s) and area(s) of specialization**

Provision of protection services to individuals in vulnerable situations (at-risk groups among host, migrants and refugees communities).

4 **Issuing Agency**

International Organization for Migration (IOM) in Egypt

5 **Project Background**

This project aims to address the increasing number of vulnerable migrants in Egypt, caused by factors such as regional instability, the socioeconomic impacts of COVID-19, and the devaluation of the Egyptian Pound. It aligns with the Government's strategies on combatting trafficking in persons and irregular migration. Among other activities, the project focuses on enhancing protection practices for vulnerable migrants including victims of trafficking, as it includes providing direct assistance to vulnerable migrants, engaging local and international NGOs to expand service delivery, and offering protection services to the most vulnerable cases. Additionally, the project aims to raise awareness about trafficking and unsafe migration and promote the existing reporting mechanism for victims of trafficking.

6 Expected Results

Provide essential assistance and protection to at-risk groups including smuggled migrants, unaccompanied minors and victims of trafficking, from the identification phase until the establishment of a sustainable solution, with an emphasis on assistance delivery including, but not limited to, shelter, food, medical care, legal aid, access to justice, and psychosocial support.

Target: 1000 beneficiaries (60% migrants, 20% refugees, and 20% host community)

7 Indicative Budget

70,000 EUR

8 Other Information

N/A

9 Selection Criteria

| Name | Description | Weight |
|---|--|--------|
| Relevance of proposal to achieving expected results | <ul style="list-style-type: none"> • Relevance of proposal to achieving expected results; • Expertise on budgeting, communication, negotiation and participation skills; • Expertise in the field of migration and provision of protection services; • Adequacy and clarity of the proposed budget (including contribution by the prospective IP); • Relevant technical expertise and experience in working with a different range of stakeholders at a national and local level in establishing a youth-sensitive perspective across sectors; <p>Experience with conducting rights principles such as inclusion, equality, accountability, participation, universality, etc.</p> | 60 |
| Sustainability of intervention | <ul style="list-style-type: none"> • National and Local experience, presence and community relations; Management ability; Sustainability of intervention. | 20 |
| Other | <ul style="list-style-type: none"> • Replicability/scalability; • Gender mainstreaming skills to apply during implementation of the programmes; • Innovative approach; • Proven capacity in financial management of projects; • Good familiarity with political and social environments in Egypt | 20 |

10. **Attachments**

| Description | URL |
|---|---|
| EG23-018– Terms of Reference | https://egypt.iom.int/sites/g/files/tmzbd1021/files/documents/eg23-018-terms-of-reference.pdf |
| EG23-018- Implementing Partner References Checklist | https://egypt.iom.int/sites/g/files/tmzbd1021/files/inline-files/eg23-018-implementing-partner-references-checklist_0.pdf |
| EG23-018- Implementing Partners General Information Questionnaire | https://egypt.iom.int/sites/g/files/tmzbd1021/files/documents/eg23-018-implementing-partners-general-information-questionnaire-.pdf |
| EG23-018- Concept Note Template | https://egypt.iom.int/sites/g/files/tmzbd1021/files/documents/eg23-018-concept-note-template.docx |
| EG23-018- Narrative Reporting Template | https://egypt.iom.int/sites/g/files/tmzbd1021/files/documents/eg23-018-narrative-reporting-template.dotx |
| EG23-018- Financial Reporting Template | https://egypt.iom.int/sites/g/files/tmzbd1021/files/documents/eg23-018-financial-reporting-template.xlsx |
| EG23-018- Project Implementation Agreement Template | https://egypt.iom.int/sites/g/files/tmzbd1021/files/documents/eg23-018-project-implementation-agreement-template.docx |
| EG23-018– Declaration of Conformity for Partners | https://egypt.iom.int/sites/g/files/tmzbd1021/files/documents/eg23-018-declaration-of-conformity-for-partners.docx |

12 **For more information on this partnership opportunity, and to apply, please visit:**

<https://egypt.iom.int/do-business-us-procurement>

The organizations responding to this call need to demonstrate their capacity to implement all listed activities as a single package. Partial applications for individual activities will not be considered.

IOM reserves the right to cancel/reduce the scope of planned activities or to introduce new/broaden the scope of the existing activities. Selected Implementing partner needs to be ready to develop a detailed budget based on submitted proposal in two weeks upon receiving the notification from IOM.

All applicants will receive written notification, within the two weeks after the deadline for the submission of Concept Note, of the outcome of the selection process. Should an applicant request further clarification, IOM will provide a response explaining the transparency and integrity of the selection process undertaken.

IOM reserves the right to decline disclosure of the specificity of decision derived by the IOM mission due to reasons related to confidentiality.

IOM reserves the right to accept or reject any Expression of Interest, and to annul the selection process and reject all Expression of Interest at any time, without thereby incurring any liability to the affected Implementing Partners.

For more information, please contact in writing Amina Abdelmaksoud (abdelmaksoud@iom.int).

Expression of Interest submission guidelines

This document contains instructions on the preparation and submission of the Application including Annex A: IP Information.

1. The Application must be submitted either by hand or through mail in sealed envelope to IOM with office address at 47C Abu El-Feda Street, Zamalek, Cairo, Egypt no later than Sunday, 03 December 2023 at 12 PM. Late Application will no longer be considered.
2. A detailed description must be provided on how the requirements specified in the Call for Expression of Interest (CEI) issued by IOM will be matched by the capabilities, experience, knowledge and expertise of the Implementing Partners
3. The Application must be submitted in one original and one copy and envelope must be marked “Original” and “Copy” as appropriate. If there are any discrepancies between the original and the copy the original governs. Both envelopes shall be placed in an outer envelope and sealed. The outer envelope shall be labeled with the submission address, reference number and title of the Project and name of the Implementing Partner.
4. The Application must be submitted in the English language and in the format prescribed by IOM within the CEI. All required information must be provided, responding clearly and concisely to all the points set out. Any application which does not fully and comprehensively address this CEI requirements may be rejected.
5. The Application document should comprise of the following:
 - a. Cover Letter;
 - b. Duly accomplished application documentation as outlined within the CEI signed on all pages by the prospective Implementing Partner’s Authorized Representative; and
 - c. Any other relevant documents
6. Applications may be modified or withdrawn in writing, prior to the closing time specified in this Request for EoI. Applications shall not be modified or withdrawn after the deadline.
7. The Implementing partner shall bear all costs associated with the preparation and submission of the Application and IOM will not in any case be responsible and liable for the costs incurred.
8. IOM at no occasion will ask an application fee from Implementing Partners.
9. Partners can use [IOM's We Are All In platform](#) for reporting fraud, corruption or misconduct.
10. All information given in writing to or verbally shared with the Implementing Partners in connection with this CEI is to be treated as strictly confidential. The Implementing Partner shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the selection process has been completed whether or not the Implementing Partner application is successful.
11. IOM will treat all information (or that marked proprietary/sensitive/financial) received from Implementing Partners as confidential and any personal data in accordance with its Data Protection Principles.
12. The Implementing Partner, by submitting an application, gives consent to IOM to share information with those who need to know for the purposes of evaluating and managing the

proposal.

13. By submitting the application/expression of interest, the applicant confirms adherence to IOM's Declaration of Conformity Form and acknowledges receipt of the list of Proscribed Practices (enclosed).

14. IOM reserves the right to accept or reject any Application, and to cancel the process and reject all Applications, at any time without thereby incurring any liability to the affected Implementing Partner or any obligation to inform the affected Implementing partner of the ground for IOM's action.