

REQUEST FOR PROPOSAL (RFP)
RFP No.: GENPROC# 2021.0090: Facilitation of an Online Event - Geneva
for the
Facilitation of Online Event

BID BULLETIN
Addendum No. 1

Dear Service Providers/Consulting Firms,

This Addendum No. 01 is issued to address inquiries and clarification from service providers/consulting firms and modify information provided in the Request for Proposals to Service Providers for the *facilitation of online/virtual event on Global Technical Guidance for Mainstreaming Protection of Migrant Children in National Child Protection System* issued to the prospective Service Providers and posted in IOM and UNGM websites on 21 Apr 2021.

A. On General Instructions to Service Providers/Consulting Firms

1. The Proposals must be submitted through e-mail at e-mail address **gpsubids@iom.int** without copying any IOM staff, including the Procurement Staff in charge of this solicitation on or before **(3:00 PM 12 May 2021 Manila Time)**. Proposals sent to any other IOM e-mail address other than **gpsubids@iom.int**, either by direct email, by copy, or by blind copy, will be rejected. No late proposal shall be accepted.
2. Clause 1.1 should read as follows:
 - 1.1 Only eligible Service Providers/ Consulting Firms may submit a Technical Proposal and Financial Proposal for the services required. Eligible Service Providers/Consulting firms are:
 - 1.1.1 Service Providers/ Consulting Firms should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by IOM to provide consulting services for the preparation of the design, terms of reference, and other documents to be used for the procurement of the services to be purchased under this Invitation for Bids.
 - 1.1.2 Government-owned enterprises in IOM's Mission country Mission may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a beneficiary of IOM.
 - 1.1.3 Service Providers/ Consulting Firms shall not be under a declaration of ineligibility for corrupt, fraudulent and coercive practices issued by IOM in accordance with RFP Clause 3.
 - 1.1.4 Service Providers/ Consulting Firms shall not be involved in terrorist act/criminal activities or associated with individuals and/or entities associated with terrorist act/criminal activities. For this purpose, Service Providers shall not be included in the proscribed list of individuals and/or entities as contained in the 1267 Committee of the UN Security Council Counter Terrorism Committee (CTC).

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1.1.5 To further establish their eligibility, Service Providers/Consulting Firms shall fill up and submit the standard IOM Vendor Information Sheet (VIS) and Code of Conduct for suppliers including relevant company documents outlined in the form attached to this Bid Bulletin.

3. Clause 1.2 is deleted and replaced with the following:

Service Providers/ Consulting Firms should familiarize themselves with local Conditions and take them into account in preparing the proposal, only if applicable. Service Providers are encouraged to attend a pre-proposal conference if is specified in Item 2.3. of this Instruction.

B. Inquiries from Service Providers/Consulting Firms

#	Service Provider's Question/Clarification	IOM Response
1	Section I, 1.1 mentions 'Only eligible Service Providers / Consulting Firms may submit...'. What is the eligibility criteria? Who is eligible?	Please refer to the Item A related to the modification of RFP Section 1.1
2	Section 1.2 'Service Providers/Consulting Firms should familiarize themselves with local conditions...' Do 'local conditions' refer to Geneva?	Please refer to the Item A related to the modification of RFP Section 1.2.
3	Section 4.2 mentions 'to all those who acknowledged the Letter of Invitation...' Does this mean the procurement is not public? We could not find the letter of invitation.	This procurement exercise is public. The Letter of Invitation can be found on page 3 of the RFP and is posted as well in IOM and UNGM website. IOM Link: https://www.iom.int/services-facilitation-online-event UNGM Link: https://www.ungm.org/Public/Notice/126273
4	Please provide the target dates on when the virtual event will be conducted.	The event must be held by end of September. Kindly provide your available schedule based on the target event date.
5	Should we anticipate IOM staff co-facilitating/moderating the conference, or the consultant team will be the sole facilitators for the live event?	Yes, co-facilitation is anticipated
6	Which countries are the 20 child protection actors and state representatives coming from?	There will be a wide geographical range, but the workshop will be held in English only.

Very truly yours,



29/04/2021

Ms. Niiara Abliamitova

Head-Global Procurement and Supply Unit

