

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

ITB No.: AF20-022

Date: 12 January 2020

The International Organization for Migration (**IOM**) is an intergovernmental humanitarian organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of the RADA Program, IOM invites interested **Consultancy Firms** to bid for the proposed **Capacity Assessment in Ministry of Refugee and Repatriation (MoRR)**.

In order to obtain the RFP documents, interested bidders must send the following documents by email to iomkabulprocurement@iom.int from **12.01.2020 until 23.01.2020 at 02:00pm**.

1. Provide valid license of the consultancy firm.
2. Provide 8 years working experience preferably with international organizations, UN agencies, (international) non-governmental organizations and experience in liaising with governmental and non-governmental organizations.
3. Provide at least one instance of working experience (in last three years) conducting capacity assessment and capacity strengthening activities for government bodies in Afghanistan or countries with migration dynamics similar to the context of Afghanistan.
4. Summary of working experience, please insert in the below table.

No	Nature of Activity	Client	Duration of Project (Start- End date)	Amount (USD)
1				
2				
3				
4				
5				

Evidence of the working experience should be provided along with bid documents

Only consultancy firms found to be eligible will receive the complete bidding documents via email after sending the above documents.

The Sealed Bids shall be submitted in original and duplicate copy and should be received by hand at IOM no later than Thursday **30 January 2020**, by 10:30am.

Bids shall be valid for a period of **60 days** after submission of Bids.

IOM reserves the right to accept or reject any bids, and to cancel the procurement process and reject all bids at any time prior to award of Contract, without obligation to inform the affected Bidder/s of the ground for IOM action.

Very Truly yours,

IOM Kabul Procurement Unit

IOM Kabul Main Office