



Reference no. : AF18-0486  
Date : 4<sup>th</sup> April, 2018

### **Request for Proposal (RFP)**

Company Name :  
Company address :  
Phone / Fax :  
Company contact :  
Subject : Labour Market Assessment

Dear Sir / Madam,  
International Organization for Migration (IOM) office in Kabul would like to invite eligible Consultancy Firms to indicate their interest in providing the services and to participate in this bidding and submit proposal.

Now, IOM invites you to submit proposal in line to the terms and conditions specified under this RFP.

No	Services
1	Labour Market Assessment in line to Annex A – Terms of Reference

#### **Delivery and completion time**

Service Provider should indicate the timeframe for completion of the services.

#### **Prices**

All prices in your proposal should be in USD inclusive all charges.

#### **Payment**

Payment should be done in USD by Wire Transfer after completion of work in installments or as further agreed, submission of reports approved by IOM authorized person.

#### **Validity of submitted proposal**

Submitted proposal should be valid for at least thirty (30) calendar days.

#### **Selection of the best proposal**



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Selection of the best proposal should be done base on lowest price proposal, which comply with requirement of specified under this RFP. Please see below Terms of Reference (ToR) for the mentioned services.

### **Contract/Purchase Order**

For the selected best proposal, contractual obligations between IOM and service provider will be set up by means of service agreement using IOM's standard terms and conditions.

### **Submission of the proposal**

Proposals must be submitted in a sealed envelope on or before **8<sup>th</sup> April 2018 3:00 PM** to the following address:

Attn. to: Procurement Unit  
IOM Kabul  
House # 27, Street # 4, Ansari Square, Shahr-e-Naw, Kabul, Afghanistan

The submitted proposal should include information as per requirements given in this RFP and enclosed ToR. Proposals shall include work plan, methodology and all other information as per the requirements specified in the ToR

Should you need any additional information, please send us your queries in writing at

[iomkabulprocurement@iom.int](mailto:iomkabulprocurement@iom.int)

Regards,  
*IOM Procurement Unit*



## **Annex A. Terms of Reference**

**Title:** Labour Market Assessment – IOM- RADA

**Primary Location:** Baghlan and Herat provinces of Afghanistan

### **BACKGROUND:**

IOM developed the Reintegration and Development Assistance for Afghanistan (RADA) project to support safe, dignified and sustainable return and reintegration through a holistic development approach. The project will be implemented in eight provinces of high migration/return over the course of four years (Kabul, Herat, Nangarhar, Balkh, Kandahar, Baghlan, Laghman and Kunar). IOM established that reintegration can be considered sustainable when returnees have reached levels of economic self-sufficiency, social stability within their communities, and psychosocial well-being that allow them to cope with (re)migration drivers. Further, IOM recognizes that support at several levels, individual, community, and structural, is equally important to foster individual opportunities within communities of return as well as an enabling environment for sustainable reintegration.

Under RADA, a comprehensive approach of activities includes reintegration support, enhanced access to livelihood support services and support to government capacity to plan and implement inclusive services at the local level. At the community level, the project has 3 main activity areas: productive infrastructure development, support to SMEs and providing skills development through provision of TVET.

Under the TVET component, the program is committed to provide returnees with the skills to enter the job market, by supporting them with vocational trainings and giving post-graduation support to participants. As a part of the TVET component, IOM will conduct a comprehensive labour market assessment (LMA) across six provinces (Balkh, Baghlan, Herat, Kandahar, Laghman, Nangarhar, Kabul and Kunar), from which, six provinces have already covered by the LMA study for consortium and two provinces left to conduct the study. The consultant will conduct the LMA at the provincial level with specific focus on the areas prioritized for RADA based on IOM's Displacement Tracking Matrix (DTM) data.

### **PURPOSE:**

The main purpose of the LMA is to assess the status and context of the market in target provinces. This is achieved from both the labour and small and medium enterprises perspective, with the aim to a) gather up-to-date data on the labour market, b) strengthen post-training linkages with the local market c) build a learning agenda to improve young returnees' prospects for vocational training and d) ensure that systematic policies, regulations and labour trends are considered. The LMA will take an innovative approach that includes nontraditional emerging



sectors such as ICT, hospitality, mining and reflects the different profiles of potential target returnees. The LMA has two components, namely a systems-level assessment and a local/provincial one.

### **Systems-Level Assessment**

The systems-level assessment has the aim to map the ways in which rules and regulations that govern Afghanistan's economies influence enterprise development, and how these in turn affect local economies in the implementation provinces. The methodology will comprise literature review, including research papers and macroeconomic data, as well as key informant interviews with key actors such as Chamber of Commerce, the Afghan Builders Association, the Ministry of Economy, MoRR, MOLSAMD and Asian Development Bank.

### **Provincial /local Assessment**

The provincial assessment focuses on the demand (prospective employees) and supply (small and medium businesses) side of labour. The demand side targets households by gathering data on livelihood, income and skill-set that returnees would bring in the market. The supply side is on small and medium-sized enterprises, focusing on past performance, growth potential and strategies and needs in terms of skills. The provincial/local assessment will use a mixed quantitative and qualitative methodology. The qualitative component, comprising focus group discussions and case studies will complement the quantitative data collection.

The overarching research questions are:

- 1) Systems level - What are challenging factors for returnees to access job? What are the main emerging or growing sectors in terms of employment? What skills do these sectors require? Are there specific laws or policies that prevent growth?
- 2) Research questions – Provincial level – What skills do returnees have? What skills do businesses need and in what sectors? What are the barriers for returnees to access the job market (by sector and district)? What sectors are most and least attractive in terms of job creation? What is the job creation outlook in the next one-to-three years? What are the areas (within the provinces) with the highest potential for job creation?

## **CONSULTANT ACTIVITIES AND DELIVERABLES:**

### **a) Coordination and Review**

- Coordination with IOM and the EU-funded TVET consortium on the methodology for the LMA including sharing and reviewing the tools elaborated for the study.
- Align research with the priorities of the Government of the Islamic Republic of Afghanistan in relation to returnees and areas of high migration;
- Include MoLSAMD in the review and design phase.



### **b) Methodology and Tools Creation**

- Revised and adapt already elaborated tools for the systems-level and provincial/ local LMA

The tools should include:

- Key informant interviews for the LMA, with list of stakeholders to be interviewed
- Quantitative survey for businesses
- Focus group discussion guidelines for community members (households).

### **c) Desk Review and Key Informant Interviews – Systems-Level**

- Revision of the key informant interviews already prepared for EU-funded TVET consortium LMA, to understand macroeconomic dynamics, labour trends and relevant policies concerning labour and “doing business” in Afghanistan, based on interviews with the Chamber of Commerce, the Afghan Builders Association, the Ministry of Economy, MoRR, MOLSAMD, Asian Development Bank and private construction firms.
- Revision of key informant interviews to provide an in-depth understanding of systems for accreditation, affiliation, certification and standards in Afghanistan.

### **d) Field Work – Provincial**

- Ensure, with the support of the RADA project team, that:
  - Tools are standardized
  - The sampling strategy is sound and well addressed.
- Ensure that data collection is conducted in a valid manner.

### **e) Data analysis**

- Conduct analysis of all data collected from the field. This includes:
  - Data analysis of business surveys
  - Data analysis of FGDs
  - Data analysis of key informant interviews.

### **f) Presentation to IOM**

- a presentation of results of the study will be necessary, where preliminary results are presented. Gathering of feedback, comments and high-level summary will be among the topics to be discussed.

### **g) Report writing**

- develop a comprehensive report, including the following key aspects:
  - Address of research questions



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- Recommendations to IOM in terms of 1) what district or DTM locations should be prioritized for implementation 2) what skills are the most requested 3) what industries and sectors are emerging 4) how to shape the post-graduation support of the program
- Overall, systems-level analysis of market system in Afghanistan, especially when related to, returnees and refugees.
- Include a sound section on lessons learnt from previous programs and NGOs.

**CONSULTANT WILL REPORT TO:**

IOM – RADA project officer

**SUBMISSION GUIDELINE**

Interested Consultancy Firms with proven experience in labour market assessment are requested to submit copy of their license, a cost proposal (one page) and a brief methodology (2-3 pages) which can address the requirement of labour Market Assessment to [iomkabulprocurement@iom.int](mailto:iomkabulprocurement@iom.int) before 03:00 pm Sunday 8<sup>th</sup> April 2018.