

## Clarifications RFP No.: AL 10/18/150

### Question:

1) As for the France and Belgium part of the activity, we have already different research contacts in these two countries. Nevertheless, we could be able to propose some more general activities that will need to be further defined with the local partners afterwards.

We would like to know the priority we shall give to this component of the research and if we could proceed as described. Or if we could skip this part.

### Answer:

IOM would like to bring to your attention "*Section IV. Terms of Reference*", page no. 25, of the Request for Proposal, where you can find the objectives and the Scope of the services, as well as indications of deliverables and indicative timeline. Please proceed as described in the Terms of Reference and the requirements of the Request for Proposal with **RFP No.: AL 10/18/150**

### Question:

2) Because the research deliverables and questions are very much consistent in your description - for instance we are already planning a survey responding to all scientific tools and requirements (maybe even including different regions in Italy that could be strategic for the IOM program), we need an outline benchmark of reference for the budget amount available - to better frame our proposal.

It would be helpful for us to know in general terms if the budget shall be below (i.e.) 50.000 euros or if we can plan activities in the proper way according to all scientific rules - and this implies for us to overcome the 50.000 horizon and go further up.

### Answer:

Kindly refer to ART. 7 "*Financial Proposal*". Please prepare your financial proposal taking into account the requirements and conditions detailed in the RFP. The Financial Proposal shall follow the Financial Proposal Standard Forms FPF 1 to FPF 4 (Section IV).

The Financial proposal shall include all costs associated with the assignment, including remuneration for staff (FPF-4). If appropriate, these costs should be broken down by activity. All items and activities described in the Technical proposal must be priced separately; activities and items in the Technical Proposal but not priced shall be assumed to be included in the prices of other activities or items.

No further indication can be provided at this stage.

### Question:

3) Is XXXXX (that is a research center) eligible to participate? What are the requirements? XXXXX was not invited for this assignment so we would like to know how shall we proceed and if we could be the leading partner/chef de fil.

### Answer:

As specified in the RFP, IOM invites **research entities and academic institutions in Italy** to provide Technical and Financial Proposal for the following Services: *carry out the mapping and profiling of the Albanian diaspora in Italy as well as in France and Belgium*, as per the included Terms of Reference (TOR). (Kindly refer to the **Instruction to Service Providers/Consulting Firms** and **Terms of Reference point (d)** pg.27 of the RFP No.: AL 10/18/150 for more details).

This procurement procedure is open to all the eligible Service Providers/Consulting Firms that may submit a Technical Proposal and Financial Proposal for the services required. **There is no need for invitation.**

IOM would like to bring at your attention Art. 6: "Technical Proposal", point (a): "If a Service Provider/Consulting Firm deems that it does not have all the expertise for the assignment, it may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities in a joint venture or sub-consultancy, as appropriate.

In case of a joint venture, all partners shall be jointly and severally liable and shall indicate who will act as the leader of the joint venture.

### Question:

4) Also: the vacancy indicates deadlines for the results that we cannot obviously meet. Shall we include in our proposal new deadlines (starting for the eventual approval by IOM of the project: for instance "30.. days after approval, for activity 1...")

### Answer:

As per the point (e) of the **Section IV. Terms of Reference** of the RFP No.: AL 10/18/150 kindly note that the expected dates have only indicative scope and will be updated based on the real date of the assignment.