

CLARIFICATIONS no. 1

Answers to the questions raised by the bidders:

Request for Quotation
For the provision of survey and assessment services

Ref: IOM/RFQ/2024/017

| Nr. | Questions | Answers |
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| 1. | Documents to be submitted. We can see that in the "Contact person for correspondence, notifications and clarifications" the address that is written there, shouldn't be used for the submission of the quotation. However, it is the same e-mail as it is in the "Method of Submission". I hope you could clarify this. | All the documents related to your offer should be submitted at the same email that the invitation was send. iomprnprocurement@iom.int |
| 2. | Sampling: how is going to be the providing of the sample for both lots? Is it going to be secured from IOM or from the Bidder | Sampling will be carried out through close coordination between IOM and the service provider. |
| 3. | Lot 2: will the study be done only for the non-majority communities or also for the majority communities? | Assessment will be conducted for both majority and non-majority communities. |
| 4. | Will the questionnaires/ survey that will be used to collect the data in both Lots be provided by IOM, or the service provider is expected to develop it as part of the service? | See answer under question 2. |
| 5. | Regarding the questionnaire for Lot 1, given that they will be conducted with three different beneficiaries (individual beneficiaries, community projects' beneficiaries, and association/cooperative beneficiaries), in this case, is the service provider expected to have only one questionnaire, or will they have one survey per | Considering that the survey/assessment shares the same objective across three categories, with only slight variations in beneficiary types, the questionnaire will largely remain consistent, with a minor section subject to modification based on the specific beneficiary group. |

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| | beneficiary/ target group? | |
| 6. | When compiling the Technical Offer, are there any restrictions or limitations we should consider in the number of pages/ characters per paragraph (qualification, capacity and expertise; methodology; CV of key personnel), or as long as the ANNEX 3 is within the size limit is acceptable? | No limitations to consider. |
| 7. | Does the maximum size of 25 MB per transmission refers to the whole size of the email submission including ANNEX 2, ANNEX 3 and other eligibility attachments, or each annex/ attachment should be 25 MB or less | Each email should have a size of maximum 25MB which is maximum size of our mail system. However, bidders can send separate emails by including the reference number and part x of y indicator just to avoid exceeding the 25 Mb size. |

EoD.