

SECTION 3: DATA SHEET

The following specific data shall complement, supplement or amend the provisions in Section 2: Instructions to Proposers. In case there is a conflict, the provisions herein shall prevail over those in Section 2: Instructions to Proposers.

Ref. Article in Section 2		Specific Instructions / Requirements
1.	Scope	<p>The reference number of this Request for Proposal (RFP) is ZA99/RFP-20034/23</p> <p>The services include the Conducting a study to document the linkage between completed vocational training, livelihoods improvement and SRHR-HIV outcomes in Mozambique as further described in Section 5 of this RFP.</p> <p>Based on the results of this competitive solicitation exercise, IOM. intends to enter into Service Agreement with the successful proposer.</p>
4.	Eligible proposers	Bidders from all countries are eligible to bid.
7.	Clarification of solicitation documents	<p>Contact details for clarification of solicitation documents:</p> <p>Focal Person: Joseph MUSIYAMBIRI</p> <p>Address: 90 Florence Ribeiro Avenue, Bailey's Muckleneuk, Pretoria, South Africa.</p> <p>E-mail address: jmusiyambiri@iom.int</p> <p>ATTENTION: PROPOSALS SHALL NOT BE SUBMITTED TO THE ABOVE ADDRESS BUT TO THE ADDRESS FOR PROPOSAL SUBMISSION AS SET OUT BELOW (see Data Sheet Article 26).</p>
		<p>Deadline for submitting requests for clarifications / questions:</p> <p>22-Sep-23.</p>
		<p>Manner of disseminating supplemental information to the RFP and responses / clarifications to queries:</p> <p>Direct communication to prospective proposers by email.</p>
10.	Language	All proposals, information, documents and correspondence exchanged between IOM and the proposers in relation to this solicitation process shall be in English.
	Partial proposals	<p>Submitting proposals for parts or sub-parts of the TOR is:</p> <p>Not allowed</p>
14.	Currencies	Prices shall be quoted in United States Dollar - USD
15.	Duties and taxes	<p>All prices shall:</p> <p>Be inclusive of VAT and other applicable indirect taxes.</p>
16.	Proposal validity period	60 days
17.	Proposal security	Not Required
20.	Alternative proposals	Shall not be considered..

21.	Pre-proposal conference	Will not be conducted
22.	Site inspection	A site inspection will not be held.
26.	Instructions for proposal submission	<p>Allowable manner of submitting proposals:</p> <p><input type="checkbox"/> Email</p> <p>SUBMISSION BY EMAIL:</p> <p>The Technical Proposal shall be sent in a separate email with the mandatory subject line: ZA99/RFP-20034/23-TECHNICAL PROPOSAL</p> <p>The Financial Proposal shall be sent in a separate email with the mandatory subject line: ZA99/RFP-20034/23 -FINANCIAL PROPOSAL</p> <p>Distinct, separate emails for the technical and financial proposals are requested in order to be able to evaluate them separately. Non-compliance with this instruction shall result in rejection of the proposal received.</p> <p>Proposal submission address: pretoriatenders@iom.int</p> <p>PLEASE DO NOT SEND THE EMAILS WITH YOUR PROPOSAL TO ANY OTHER EMAIL ADDRESS (NOT EVEN AS CC. or BCC).</p> <ul style="list-style-type: none"> ▪ File Format: pdf ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 5MB ▪ Mandatory subject of email: Reference Number - ZA99/RFP-20034/23 . ▪ If the Proposal consists of large files, it is recommended that these files be sent in separate emails prior to the submission deadline. ▪ Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y. ▪ Documents which are required in original (e.g. Proposal Security) should be sent to the below address with a PDF copy submitted as part of the electronic submission: Click or tap here to enter text. ▪ It is recommended that the entire Proposal be consolidated into as few attachments as possible. ▪ The proposer should receive an email acknowledging email receipt.
27.	Deadline for proposal submission	<p>Date: 26-Sep-23</p> <p>Time: 17:00hrs</p> <p>Time zone: Pretoria (GMT+2)</p>
30.	Proposal Opening	<input type="checkbox"/> Public proposal opening will not be held

36.	Evaluation of technical and financial proposals	Evaluation will be based on: <input type="checkbox"/> Lowest price method (selects the lowest evaluated financial proposal of the technically responsive Proposers).
43.	Right to vary requirement at time of award	The maximum percentage by which quantities may be increased is Click or tap here to enter text. % The maximum percentage by which quantities may be decreased is Click or tap here to enter text. %
	Contract award to one or more proposer	IOM. will award a contract to: One Bidder Only
	Type of contract to be awarded	Service Agreement See Section 6: for sample contract.
	Expected date for commencement of contract	10-Oct-23
	Conditions of contract to apply	Click or tap here to enter text. See Section 6.
47.	Performance Security	Choose an item. If “Not Required” is selected, delete the below The performance security shall be submitted within Click or tap here to enter text. days after receipt of the contract. The performance security will be in the same currency as stipulated in Article 14 (Currencies). The Performance Security shall be in the form of a Bank Guarantee as set out in Section 6.
48.	Advance payment	Choose an item. If allowed, Bank Guarantee Choose an item.
49.	Liquidated damages	Choose an item. Provide details below if “Will be Imposed” is selected, otherwise delete the below Percentage of contract price per week of delay: Click or tap here to enter number. % up to a maximum of 10% of the Contract value, after which Click or tap here to enter text. may terminate the contract.
	Other information related to the RFP	<i>[All other instructions and information not yet mentioned so far in this Data Sheet but are relevant to the RFP must be cited here, and any further entries that may be added below this table row]</i>