

IOM Belgium and Luxembourg
CALL FOR *EXPRESSION OF INTEREST*

1 **Timeline**

Posted (date)	3 February 2023
Application Deadline	1 March 2023
Notification of Results	15 March 2023
Implementation Start Date	1 April 2023
Implementation End Date	1 November 2023

2 **Locations**

Belgium – Area of intervention linked to the presence of the implementing partner

3 **Sector(s) and area(s) of specialization**

Migrant Protection and Assistance - AVRR

4 **Issuing Agency**

IOM

5 **Project Background**

The Belgian Assisted Voluntary Return (AVR) programme was originally developed in 1984 under the name “Return and Emigration of Asylum-seekers ex-Belgium” (REAB). This programme is funded by Fedasil, the Federal Agency for the Reception of Asylum Seekers, which is the responsible authority for voluntary return. The programme includes a structural reintegration component since 2006. To perform the necessary voluntary return activities and ensure unhindered and easy access of migrants to the programme at each stage of their stay in Belgium, IOM has developed an extensive network of partners covering the whole territory of Belgium. This voluntary return network consists mainly of non-governmental organisations (NGOs) and migrant associations. Through the Conex project, IOM organizes capacity building activities and works on knowledge management between these partners.

The objective of this Call for Expression of Interest is to set up small scale projects, to strengthen the capacity of the existing partners of the network and to attract possible new partners, as such ensuring that each potential beneficiary has easy access to the voluntary return programme and receives correct and up-to-date information about the possibilities of voluntary return, whereby the individual’s vulnerabilities are properly identified. The Call for Expression of Interest focuses on the NGOs in IOM’s partner network. NGOs play a crucial role in a mixed approach whereby both government and civil society are involved in pre-departure counselling. NGOs tend to embrace a migrant-centred-approach along the different stages of the pre-departure counselling. This approach is based on the specific needs of the migrants. As mentioned above, with an increased direct implication of governmental structures in outreach, the position of the NGOs as a crucial element in the pre-departure context should be promoted.

6 **Expected Results**

IOM will support organizations to set-up community outreach activities at the local level to promote safe and orderly migration. These activities should be organized together with a local partner and community members, in strategic locations, to sensitize migrants about the existing AVRR programme. The concept should be based on consultations during the inception phase of the project, involving all segments of the local community as much as possible. Through these activities, the local organizations should stay connected with the migrants to discuss sustainable solutions and to look for future perspectives. IOM will strengthen - through the financial support via this Call for Expression of Interest - a selection of organizations with their local activities, to ensure that migrants and community members can be reached to make an informed decision.

7 **Indicative Budget**

Implementing partners can benefit from a financial support between EUR 3.000 and EUR 6.000 for the proposed activities.

8 **Other Information**

The call is only available for organizations part of the IOM voluntary return network.

9 **Selection Criteria**

Name	Description	Weight
Clarity of activities and expected results	Detailing how activities proposed to show partner understanding of deliverables, timelines, and budget	25
Contribution of resource	Partner resources contribution to support AVRR implementation	10
Local experience and presence	Must have existing presence in particular location and have expertise in subject matter	30
Relevance of proposal to achieving expected results	Detailing how the program will be completed which complications and how the partner would overcome those challenges.	15
Sector expertise and experience	Partner show comprehensive understanding migrant protection and assistance issues	15
Sustainability of intervention	Activities can be replicated / extended on the long term	5

The organizations responding to this call need to demonstrate their capacity to implement all listed activities as a single package. Partial applications for individual activities will not be considered.

IOM reserves the right to cancel/reduce the scope of planned activities or to introduce new/broaden the scope of the existing activities. Selected Implementing partners need to be ready to develop a detailed budget based on submitted proposal in two weeks upon receiving the notification from IOM.

All applicants will receive written notification, within the two weeks after the deadline for the submission of Concept Note, of the outcome of the selection process. Should an applicant request further clarification, IOM will provide a response explaining the transparency and integrity of the selection process undertaken.

IOM reserves the right to decline disclosure of the specificity of decision derived by the IOM mission due to reasons related to confidentiality.

IOM reserves the right to accept or reject any Expression of Interest, and to annul the selection process and reject all Expressions of Interest at any time, without thereby incurring any liability to the affected Implementing Partners.

For more information, please contact in writing [Andreas de Boer, IOM Partnership and Knowledge Management Focal Point](#), by sending an email to adeboer@iom.int.

Expression of Interest submission guidelines

This document contains instructions on the preparation and submission of the Application including Annex A: IP Information.

1. The Application must be submitted either by hand or through mail in sealed envelope to IOM with office address at: [Andreas de Boer, Country Office for Belgium and Luxembourg, Rue Montoyer 40, 1000 Brussel, no later than 1 March 2023](#). Late Applications will no longer be considered.
2. A detailed description must be provided on how the requirements specified in the Call for Expression of Interest (CEI) issued by IOM will be matched by the capabilities, experience, knowledge, and expertise of the Implementing Partners
3. The Application must be submitted in one original and one copy and envelope must be marked "Original" and "Copy" as appropriate. If there are any discrepancies between the original and the copy, the original governs.
4. The Application must be submitted in Dutch, French or English and in the format prescribed by IOM within the CEI. All required information must be provided, responding clearly and concisely to all the points set out. Any application which does not fully and comprehensively address this CEI requirements may be rejected.
5. The Application document should comprise of the following:
 - a. Cover Letter;
 - b. Duly accomplished application documentation as outlined within the CEI, signed on all pages by the Implementing Partner's Authorized Representative; and
 - c. Any other relevant documents
6. Applications may be modified or withdrawn in writing, prior to the closing time specified in this Request for EoI. Applications shall not be modified or withdrawn after the deadline.
7. The Implementing partner shall bear all costs associated with the preparation and submission of the Application and IOM will not in any case be responsible and liable for the costs incurred.
8. IOM at no occasion will ask an application fee from Implementing Partners.
9. All information given in writing to or verbally shared with the Implementing Partners in connection with this CEI is to be treated as strictly confidential. The Implementing Partner shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the selection process has been completed whether or not the Implementing Partner application is successful.
10. IOM will treat all information (or that marked proprietary/sensitive/financial) received from Implementing Partners as confidential and any personal data in accordance with its Data Protection Principles.
11. The Implementing Partner by submitting an application gives consent to IOM to share information with those

who need to know for the purposes of evaluating and managing the proposal.

12. IOM reserves the right to accept or reject any Application, and to cancel the process and reject all Applications, at any time without thereby incurring any liability to the affected Implementing partner or any obligation to inform the affected Implementing partner of the ground for IOM's action.