Request for Proposal (RfP) revised

Strengthening welfare services through development of capacity building for protection and welfare services of migrant workers and their families

The International Organization for Migration (IOM) is looking for a qualified Consultant or a Consultancy Firm to support in "Strengthening welfare services through development of capacity building for protection and welfare services of migrant workers and their families" as per below Terms of Reference (ToR):

1. Background/Context of the programme:

Bangladesh has emerged as a major labour-sending country with around 1 million Bangladeshi workers migrating in 2017, mostly concentrated in the Middle East and Arab countries. At the national level, there have been efforts by Government of Bangladesh (GoB) and related stakeholders to strengthen migration governance to protect the rights and promote the welfare of migrant workers. Among the efforts include Government enacting the Overseas Employment and Migrants Act 2013 and Expatriates Welfare and Overseas Employment Policy 2016.

In 1990, the GOB formed the "Wage Earners Welfare Fund" based on the Emigration Ordinance-1982, for the overall welfare of expatriate workers and their families. The "Wage Earners Welfare Board" has been established as a statutory body through the "Wage Earners Welfare Board Act, 2018", passed in Parliament in July 2018.

According to the WEWB Act 2018, the scope of work of the WEWB includes implementation of projects related to welfare of migrants; establishment of pre-departure centers to provide orientation; return and socio-economic reintegration; legal and medical support to migrants in need; bringing back deceased migrants; compensation and insurance for ill migrant workers; stipend for children of migrants inter alia.

However, ensuring welfare of migrants and sustainable reintegration of returne migrants requires holistic interventions at individual, community and at the structural levels.

While the services of the WEWB has been expanding, given the recently enacted act, enhancing capacity and understanding can lead to improvements and effectiveness of operating modalities. IOM is proposing to support the GoB with the implementation of the Wage Earners Welfare Board Act, 2018 as well as improve knowledge of various key stakeholders on reintegration. This would include a review of the progress to-date to understand the strengths, opportunities and challenges for individual tailored responses, strengthening capacity of stakeholders for ensuring the welfare of migrants including enabling an environment for sustainable reintegration after return.

2. IOM Project to which the Consultancy is contributing:

Bangladesh: Sustainable Reintegration and Improved Migration Governance (Prottasha), implemented by the International Organization for Migration (IOM) and funded by the European Union (EU). The overall objective of the project is to contribute to the sustainable reintegration of returnees and the Progressive achievement of Goal 10.7 to facilitate orderly, safe, regular and responsible migration and mobility of people, including through the implementation of planned and well-managed policies.

The specific objectives (SO) of the project are to ensure that;

- SO 1: Irregular migrants returning to Bangladesh are sustainably reintegrated (Reintegration component)

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• **SO2:** The capacities of the key stakeholders are strengthened to manage migration at central and local levels and to ensure reintegration of irregular migrants (Migration Governance component)

• **SO3:** The action will implement comprehensive behaviour change communication campaigns to improve awareness on safe migration processes, reintegration issues, orient community attitudes towards safe migration behaviours, and change aspirant migrant behaviours around using formal migration mechanisms. (Awareness raising component)

3. **Objective:**

The specific objective of the consultancy is to develop a training package for the GO/NGOs to provide capacity building training for protection and welfare services including reintegration for migrant workers and their families.

**Key Tasks of the Consultancy:**

- Review relevant documentation related to welfare, protection and reintegration services for migrant workers including policies/strategies, institutional mechanisms, modules/manuals, and good practices (possible countries: Sri Lanka, Philippines, and Indonesia) for knowledge sharing and replication.
- Design a practical methodology that collects data/information on protection and welfare services for migrant workers and their families from key stakeholders such as the government and others.
- In-depth Interviews, Key informant interviews, and other participatory approaches may be included for the consultant to carry out the Knowledge, Attitude and Practices (KAP) surveys and the Training Needs Analysis (TNA) in Bangladesh.
- Draft a report on findings of the KAP and TNA including actionable recommendations for tailored interventions.
- Translate and contextualize where necessary’ of selected modules of the Reintegration Handbook (English to Bengali; 90 Pages; selected by the IOM) and develop a capacity building training package with the view to strengthen protection and welfare services of migrant workers and their families including reintegration (which includes, Reintegration Handbook, facilitators guide for modules, session plans for training, PowerPoint presentations, case studies, summary/handouts materials for the stakeholders).
- Facilitate orientation session on migration and reintegration issues to key stakeholders at national level and Reintegration Handbook. The findings of the assessment will also be shared at the orientation sessions to stimulate discussions around practical interventions or replication.
- Organize and conduct one (01) Training of Trainers (ToT) on reintegration for officials of Government of Bangladesh and NGO partners to enable them to undertake effective training for the stakeholders and the community members at the district level.
- Produce a policy brief summarizing the findings of the study
- Submit the final training package which includes, Reintegration Handbook (selected sections of the IOM’s global reintegration handbook), facilitators guide, session plans for training, PowerPoint presentations, case studies, summary/handouts materials for the stakeholders (GoB Officials, NGO Partners and Community Leaders/members) and submit to IOM.

4. **Methodology:**

The consultant need share detail methodology for the proposed activities, however, the following can be considered:

1. Primary Data Collection: Data collected through Key informants’ interviews and other participatory approaches.

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2. Secondary Data Review: Review of various documents including reports to delineate good practices of other labor-sending countries

3. All work submitted must be in line with the programme communication guidelines including IOM spelling list: 2013, IOM House Style Manual and IOM Brand Guidelines 2018. Consultants are encouraged to request for the guidelines before they start writing the report.

5. Deliverables

The following are the expected deliverables;
1. Inception Report containing final Methodology, Study Protocol and Workplan.
2. Draft Needs Assessment Report consisting of the literature review, findings from the analysis and KAP with actionable recommendations.
3. Final report comprising of policies, practices and institutional mechanisms as well as modules for knowledge exchange and KAP of the target stakeholders.
6. Publishable policy brief summarizing findings of the study.
7. Print ready version of the training package for ToTs including Reintegration Handbook, facilitators guide, session plans for training, PowerPoint presentations, case studies, summary/handouts materials for the stakeholders.
8. Organize and facilitate one (01) Training of Trainers (ToT) on reintegration for officials of Government of Bangladesh and for NGO partner; submit a report on the ToT with recommendations.

6. Duration/ Timeline:

The total duration for this assignment is proposed to be approximately three months.

*The above is an indicative timeline. In the proposal, Consultants can modify/add according to their perspectives/reasons.

7. Method of Application:

The revised Proposal (Technical and Financial) should be send via email to faahmed@iom.int CC: nafza@iom.int and mentioned RT/CO-655/2018/024: Strengthening welfare services for migrant workers in the subject line by 3rd September 2019. The size limitation of the attachment is maximum 9 MB. For any queries please write to: DhakaProttasha@iom.int and DhakaPL@iom.int.

8. Required Documents:

Consultancy Firm/Individual consultant need to submit technical and financial proposal.

Each Submission Must Include the Following:

i. Consultancy Firm/Consultant Profile: A brief summary of the organization and CV of the expert including records on past experience in similar assignments and name of the references.

ii. Technical Proposal with detailed methodology, tools and work plan along with samples of previous work;

iii. Financial Proposal listing all costs associated with the assignment. In particular, the financial proposal should itemize the following:
   a. Consultancy fees in local currency per day;
   b. Variable costs inclusive of transportation costs, printing of study tools; research team (if applicable); meeting/FGDs/KIIs costs

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c. Costs associated with the orientation sessions (venue, food and others) held in Dhaka will be borne by IOM.

iv. One or two sample reports and training materials or links of recent work completed by the Consultant/Consultancy Firm.

9. Professional and Related Experiences:

The proposed team from the consultancy firms or the consultants should have following competence.

- Must be an expert who has completed minimum Master’s degree in Social Sciences or related field with at least five years of relevant professional experience. PhD is an added advantage;
- Sound knowledge and demonstrated capacity in conducting assessments and scoping exercises and developing training packages.
- Solid understanding of migration sector of Bangladesh.
- Demonstrated ability to draw lessons from relevant international, regional and national practices and processes;
- Excellent presentation, oral and written communication skills;
- Ability to deliver according to specified timeline while maintain quality of the output.

The Proposal should be written in English.

Any attempt for persuasion will be considered as a disqualification

ONLY SHORT-LISTED CONSULTANTS/CONSULTANCY FIRMS WILL BE ASSESSED

ORGANIZATIONS WILL BE RESPONSIBLE FOR ANY TAX OR VAT ISSUES IF APPLICABLE.