

REQUEST FOR QUOTATION

RFQ Reference: **RFQ-MD048-25**

Date: **28 August 2025**

Subject of RFQ): **collect data through surveys services**

International Organization for Migration kindly requests your quotation for the provision of the services described in the RFQ submission form below.

When preparing your quotation, please be guided by the RFQ information below. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

RFQ INFORMATION

Deadline for the submission of quotation	09.09.2025
Method of submission	Quotation must be submitted as follows: <input type="checkbox"/> E-tendering <input checked="" type="checkbox"/> Email
Cost of preparation of quotation	IOM shall not be responsible for any costs associated with a vendor’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
Contractual Terms	Any Purchase Order that will be issued as a result of this RFQ shall be subject to the IOM standard terms for provision of goods/services/transportation/medical services available at https://www.iom.int/do-business-us-procurement or IOM standard contract templates.
Documents to be submitted	Bidders shall submit and sign the-bid submission form.
Quotation validity period	The quotation shall remain valid for 30 days from the deadline for the submission.
Price	Quotations shall be in MDL at VAT 0% (In case other currency is offered, the comparison of offers will be based on the prevailing IOM rate of exchange (link to the website with rates https://treasury.un.org/operationalrates/OperationalRates.php) for the services stated in the below TOR.
Partial quotations	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted Insert conditions for partial bids and ensure that the requirements are properly listed in lots to allow partial bids
Clarifications	Contact person for correspondence, notifications and clarifications Contact person: Ina DABIJA E-mail address: idabija@iom.int
Evaluation method	<input checked="" type="checkbox"/> The contract will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Right not to accept any quotation	IOM is not bound to accept any quotations, nor award a contract or purchase order
Expected date for contract/PO award.	15.09.2025

Thank you and we look forward to receiving your quotation.

Issued by:

Signature: _____

Title: Snr. Procurement/logistic assistant

TERMS OF REFERENCE

1. **Duration of Services:** 15 September 2025 – 15 Novembre 2025
2. **Nature of the consultancy:** Local company to collect data through surveys with prospective migrants to Israel and their family members to support the execution of the endline survey within the IDF-funded project: TK.0033 “Save More in Migration: Supporting Migrant Workers to Israel to Enhance Savings, Remittances, & Sustainable Benefits of Labour Migration”.
3. **Project Context and Scope:**

Through agreements between the Government of Israel and the Government of the Republic of Moldova, thousands of migrant workers travel to Israel each year, primarily employed in the construction sector. An agreement between the Government of Israel and the Government of Georgia will also begin implementation in the near future, focused on workers in the healthcare sector. Additionally, workers in the domestic care sector migrate from these two countries to Israel on a regular basis outside of the government-to-government agreements. With a maximum stay in Israel of five years, the primary objective of migrant workers and their families back home is to earn and save money that can contribute to their longer-term livelihoods and wellbeing upon return.

However, as is the case with many migrants and non-migrants alike, long-term savings goals can be difficult to achieve and are often unmet due to a variety of factors. This is a major issue for labour migration programmes as it prevents them from contributing to the longer term and sustainable development objectives of migrants, their families and communities of origin as a whole. As such, programming that improves the ability of migrants and their families to achieve their savings goals and incentivizes them to use their savings in ways that contribute to sustainable livelihoods and income generation can significantly enhance the value of labour migration as a tool for longer term economic growth and development.

In order to approach the above-mentioned challenges, in October 2022, IOM missions in Moldova and Georgia, in partnership with the Center for International Migration and Integration (CIMI) in Israel, started implementation of the project “Save More in Migration: Supporting migrant workers from Georgia and the Republic of Moldova to enhance savings, remittances, and sustainable benefits of labour migration”. The project, modelling its design on insights from behavioural economics and, in particular, the "Save More Tomorrow" programme, which has been used to increase workers' contributions towards their retirement, aims to develop a set of financial tools and programming at the pre-departure stage and while migrants are in Israel, that will make it easier and more likely that migrants and their families achieve their savings goals. Additionally, with the support of partners, activities are implemented for migrant workers returning from Israel to Moldova to incentivize them to use their savings towards developing sustainable livelihood activities, including entrepreneurship.

The **project's objective** is to contribute to government and institutional capacities to create greater financial inclusion so that migrant workers and their families are better able to achieve their savings goals and apply their savings towards sustainable livelihood opportunities and greater long-term wellbeing.

Beneficiaries: Governments of Georgia and the Republic of Moldova, labour migrants and their families, returnees, remittance recipients, and communities of origin and destination.

The project responds to the Sustainable Development Goals and the Global Compact on Safe, Orderly, and Regula Migration objectives related to enhancing financial inclusion and the sustainable development benefits

of migration. The project also responds to the UN Secretary General’s Guidance Note on Behavioural Science in which UN organizations are strongly encouraged to learn and apply knowledge from behavioural science in order to achieve the SDGs and improve the work of the UN.

The 24-month project works towards the achievement of the following Outcomes:

Outcome 1: *Financial sector partners in Moldova and Georgia develop and support products that promote financial inclusion of migrants and remittance recipients and support long term savings.*

Outcome 2: *Migrants and remittance recipients achieve their savings goals through greater financial inclusion.*

Outcome 3: *Moldovan migrant workers returning from Israel successfully apply knowledge and savings towards entrepreneurial activities upon return.*

Against this background IOM Moldova is looking for a qualified company to collect data for an in-depth assessment of Knowledge, Attitude and Practices (KAP) of prospective migrants and their families on financial inclusion and expectations related to remittances and savings while in migration.

4. Objectives:

The selected vendor is expected to execute an endline survey with Moldovan labour migrants working in Israel and their family members in Moldova within **Outcome 2: Migrants and remittance recipients achieve their savings goals through greater financial inclusion** of the project “Save More in Migration: Supporting migrant workers from Georgia and the Republic of Moldova to enhance savings, remittances, and sustainable benefits of labour migration”.

Target: Improved understanding of financial inclusion, use of financial services, and expectations for remittances and savings while in migration of Moldovan migrant workers in Israel and their families, in support of development of products and communications to enhance the financial inclusion of migrants and remittance recipients and increase their use of savings products.

The team of international researchers (henceforth, the research team) will develop the questionnaire for endline survey, provide field protocol and data collection protocol, process the data collected by Data Collector(s).

5. Tasks to be performed under this contract:

- 1) Participate in training for data collectors on administration of questionnaire as per the field protocol and data collection protocols provided by the research team in collaboration with IOM.
- 2) Provide the research team with training reports for their review and approval.
- 3) Conduct Viber / WhatsApp and phone interviews with a total of **400 respondents** (i.e. Moldova migrants working in Israel and their family members from Moldova who are part of the control group) to collect first-hand information about their knowledge, attitudes and practices in regards to financial services and their expectations for remittances and savings while in migration.
- 4) The interviews shall be conducted in the respondents’ native language, directly at target or remote locations as determined by the accessibility, safety and security situation for each particular location. When direct interviews will not be possible, remote interviews (e.g. by phone) will be conducted (a separate protocol will be provided by the research team).
- 5) Follow protocols on data collection and respect the schedule of reporting requirements as per field guide provided by the research team. A code book template will also be provided by the research team.
- 6) Using software that can check for ranges and consistency of data and generate reports indicating missing data, data outside of the accepted ranges, inconsistent answers, and the response rate, a code book should be submitted together with a cleaned dataset. The codebook should describe the data in detail.

- 7) Share a draft outline for the statistical abstract once half the data entry is completed and the contents of the report agreed upon with the research team.
- 8) Provide electronic datasets in both STATA and ASCII format. Datasets need to be complete and labeled with both variable names and value labels (to be included in the code book).
- 9) Deliver high-quality cleaned data: identifying and documenting missing data (incomplete information), eliminating redundant data observations (if data from the same survey was entered more than once), ensuring that all components of data are correctly identified so as to ensure that data sets can be cleanly merged, ensuring that data reflects total sample size.
- 10) Provide the research team with a report on data entry and cleaning and any issues encountered in the field.
- 11) Respond to follow-up calls from the research team regarding missing data, required further explanations, in case needed.
- 12) Know and follow ethical standards and do-no-harm principles during interview.
- 13) Inform IOM of any problems arising from the data collection process, in a timely manner.

6. Organizational Department / Unit to which the Consultant is contributing:

Migration Governance Unit of IOM Moldova in coordination with the Regional Office in Vienna is responsible for coordinating and overseeing this assignment within the framework of the IDF-funded project: TK.0033 “Save More in Migration: Supporting Migrant Workers to Israel to Enhance Savings, Remittances, & Sustainable Benefits of Labour Migration”.

7. Tangible and measurable output of the work assignment.

- a) Total of **400 respondents** interviewed as per below:
 - o Control Group: **100 people**.
 - o Treatment Groups: **300 people, including 200 migrants and 100 family members**.
- b) Appropriate questionnaires duly completed, and data collected, entered, and archived.
- c) Collected data cleaned and submitted to the research team.
- d) Report on data entry and cleaning and any issues encountered.

If family members cannot be reached, the contracted company should conduct interviews directly with migrants from the treatment groups. The company is also required to propose a clear mitigation strategy in case migrants from these groups are unavailable.

Category B Consultant is hired to provide the bellow deliverables, according to the proposed timeline:

TIMELINE	DELIVERABLE
20.09.2025	<p>Deliverable 1: - Report on the participation in training on data collection and required training reports submitted to IOM</p> <p>Deliverable 2: - Report on testing the developed survey with migrants and providing feedback on the outcome of the testing.</p>
20.09.2025-20.10.2025	<p>Field phase:</p> <ol style="list-style-type: none"> a) collect data – from 20 September to 20 October 2025 b) Data entry and cleaning: from 20 October to 1 November 2025.

15.11.2025	<p>Deliverable 3:</p> <ul style="list-style-type: none"> - Electronic datasets in both STATA and ASCII format, complete and labeled with both variable names and value labels, submitted to IOM. - Report on data entry and cleaning and any issues encountered submitted to IOM. <p>Deliverable 4:</p> <ul style="list-style-type: none"> - Final administrative report on all tasks performed during this assignment, including on follow-up calls from the research team regarding missing data, required further explanations, in case needed, submitted, and approved by IOM
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8. MANAGEMENT ARRANGEMENTS

The Consultancy and its tasks hereunder shall be performed over 2 months to carry out the entire assignment. The fee will be paid to the service provider in 1 instalment, upon completion by the service provider of all tasks specified in these terms of reference.

Note: The provision of envisaged deliverables approved by the IOM shall be the only criteria for service provider work being completed and eligible for payment/s.

9. TRAVEL

No travel is envisioned under this assignment. Costs for the local travel to and from the research sites for the execution of the warranted tasks related to data collection is to be covered by the service provider, as per the financial proposal submitted for the implementation of this assignment.

10. QUALIFICATIONS AND COMPETENCIES FOR THE COMPANY FOR THIS CONSULTANCY

a. Company qualifications:

- Legally registered entity.
- The company shall demonstrate experience of researching migration topics. At least five relevant studies should be named in the application. The company shall demonstrate experience to conduct data collection for social research: plan, organize and conduct quantitative (household) surveys, including representative sampling. At least five relevant studies should be named in the application.
- The company shall demonstrate experience with organizing and conducting / moderating Focus Group Discussions. At least five relevant studies should be named in the application.
- The company shall demonstrate experience with organizing and conducting household and individual interviews. At least five relevant studies should be named in the application.
- The demonstrated capacity to collect survey data using tablets will be an advantage. Demonstrated ability to use STATA, SPSS or NVivo – at least two studies using these softwares completed successfully in the last two years should be named in the application.
- Demonstrated experience of publication peer-reviewed journals or being commissioned by government entities, UN agencies, or development partners to develop reports on relevant topics. At least five publications to be listed in the application.

- Demonstrated experience of working with government, public, civil society organisations and development partners. At least 10 initiatives to be listed in the application.

b. Individual qualifications of the proposed research team

- Knowledgeable in survey design and particularly in survey field operations/software
- Involvement in similar and/or relevant consulting or professional services of complexity and technical specialty comparable to the job under consideration
- Recognized for competence in statistics
- Well-versed in the management of data collection

Minimum requirements:

- At least three (3) years of experience in survey research dealing with migrants, particularly in field operations that can implement a survey project covering at least 1,000 respondents
- Must have been engaged in managing/administering similar and/or relevant professional and consulting services or data generation with at least three (3) Certificates of Satisfactory Service from completed projects
- Ability to conduct interviews for the survey in relevant languages (Romanian and Russian)

Competencies, skills and other requirements:

- a. Strong data analytical, writing and communication skills;
- b. Knowledge of ethical interviewing norms, in particular with the migrant population;
- c. Strong knowledge of remittances trends in the country;
- d. Familiarity with IOM's mandate;
- e. Excellent knowledge of Romanian and Russian languages and good knowledge of English would be an advantage;
- f. Availability for the envisaged period and high mobility and flexibility.