

IOM BANGLADESH

CALL FOR EXPRESSION OF INTEREST (CEI)

1. *Timeline*

CEI Reference number	IOM-BD-EOI-DHAKA-8- 2026
Posted (date)	9 th September 2026
pre-proposal briefing	15 th September 2026 Time: 11.00 am-12.30 pm
Application Deadline	23 rd September 2026 by 1700 hours
Notification of Results	November 2026

2. *Locations*

Dhaka

3. *Sectors and areas of specialization*

The International Organization for Migration (IOM) seeks to prequalify and select qualified National and Non-Governmental Organizations (NGOs) as Implementing Partners for the implementation of selected project activities in coastal and flood-prone districts of Bangladesh. The selected partners will support the implementation of project interventions, in line with the requirements outlined in these Terms of Reference (ToR).

4. The specific objectives of the assignment are:

The objective of this ToR is to identify and engage qualified implementing partners for the effective, timely delivery of quality project implementation services in coastal and flood-prone districts of Bangladesh.

In this regard, IOM invites proposal concept notes and budgets from interested NGOs/INGOs to establish a partnership for the implementation of project activities as mentioned in the ToR... The concept note should directly respond to the evaluation criteria mentioned below while clearly describing the proposed implementation approach, target beneficiaries, key activities, implementation modality, staffing structure, timeline, and detailed cost breakdown, with a clear narrative and detailed budget submitted.

The proposal and detailed budget should be submitted in the IOM template covering the mentioned catchment areas under the scope of the TOR. **The IP will submit a proposal and a budget for the ToRs in the annex. Refer to ToR Annex-1**

5. *Issuing Agency*

International Organization for Migration, UN Migration Agency (IOM)

6. *Program Terms of Reference (TOR)*

In the annexed terms of reference for each of the above-listed programs (Annex -1), you will find sector-specific:

- Objective
- Scope
- Monitoring & Evaluation
- Program Specific Criteria

6. **Overall Selection Criteria**

Name	Description	Weight
Technical Quality and Relevance of the Proposal.	• Clear, realistic, and technically sound narrative aligned with ToR. • Integration of cross-cutting themes (e.g., gender, protection, disability inclusion, sustainability). • Inclusion of community feedback, complaints, and accountability mechanisms, particularly for women and vulnerable groups. • Feasibility of implementation approach, workplan, and monitoring arrangements. • Innovations proposed in ideation and implementation approaches. • Innovative ideas: IOM will prioritize innovative ideas from the	25
Technical Capacity and experience of the proposed project team.	• A qualified team with proven technical expertise and sector-specific knowledge in disaster displacement and climate migrants. • Demonstrated experience implementing community-based approaches, data, diaspora, and locally led adaptation and small-scale rural infrastructure-related interventions. • Experience coordinating with government authorities from central to field level, other development actors, and communities. • Submission of a qualified core staffing structure with clear roles and responsibilities... • Such as government authorities, camp focal agencies, sectoral agencies, and local communities.	15
Organizational presence and capacity in the Rohingya Context.	• Established operational presence and contextual understanding in proposed project locations. • Existing field offices, operational infrastructure, and access to proposed intervention locations. • Demonstrated engagement with relevant government authorities from central to field level, other stakeholders, and local communities. • Ongoing or previous implementation of similar projects in Bangladesh. • Organizational experience in community-based approaches, locally led adaptation, data, diaspora, and information management ecosystem. .	15
Financial proposal (budget) aligned with the technical proposal (narrative).	• Clear and well-structured budget as per the IOM template. • Costs are reasonable, justified, and aligned with the proposed technical activities and implementation plan. • Appropriate allocation of resources between programmatic and support costs. • Demonstrated cost-efficiency and value for money. • Evidence of leveraging complementary resources, partnerships, or co-financing where applicable.	20

Organizational Governance Compliance and Risk Management	• Clear organizational governance structure with defined roles, responsibilities, and delegation of authority mechanisms. • Functional financial management, internal control, and audit systems. • Demonstrated compliance capacity and willingness to adhere to IOM rules, donor requirements, and humanitarian principles. • Existence of safeguarding, PSEA, anti-fraud, anti-corruption, and whistleblowing policies and procedures. • Existence of complaints and feedback mechanisms accessible to affected populations. • Evidence of staff training and awareness on safeguarding and PSEA obligations. • Demonstrated organizational risk management and mitigation capacity. • Submission (mandatory) of organizational documents, including the latest audit report, HR/staff handbook, PSEA policy, safeguarding policies, and relevant SOPs/protocols.	25
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7. Attachments

Description	Document Location
ANNEX A - Terms of Reference (TOR) for applicants	Attached in a zipped file:
ANNEX B – Concept note template	
ANNEX C - Budget Template	
ANNEX D - Applicant's Previous Experience References	
ANNEX E - Applicants' General Information Questionnaire	
ANNEX F - Declaration of Conformity for Partners	

8. For more information about IOM Bangladesh, please visit <https://bangladesh.iom.int/>

9. General instructions

- The organizations responding to this call need to demonstrate their capacity to implement each of the listed sectors' projects individually and independently. If an organization wishes to apply for multiple sectors, it must demonstrate multi-sector programming structures and experience.
- Prioritizing sectors where an organization has extensive experience, expertise, and robust structures is highly encouraged.
- IOM reserves the right to cancel or reduce the scope of planned activities or to introduce new or broaden the scope of existing activities. Upon receiving notification from IOM, the selected Applicant needs to be ready to develop a detailed budget based on the submitted proposal in three weeks.
- Core Personnel Profile: A profile describing the qualifications, expertise, and experience of the core members of staff, who will be the pillar of the project. These staff should be available for the entire project period. In case of an unavoidable turnaround, the selected organization will be expected to inform IOM in **advance** of staff departure, work with IOM to recruit equally capable replacement core personnel, and always ensure the completeness of the core staff profile.
- All applicants will receive written notification of the selection process's outcome within six weeks after the deadline for submitting the Proposal. Should an applicant request further clarification, IOM will provide a response explaining the transparency and integrity of the selection process.
- IOM reserves the right to decline disclosure of the specificity of decisions 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 Applicants.
- For more information, please contact us in writing iomcxbeoi@iom.int
- The pre-submission meeting will be held online as per the details shared below. This meeting will be held to

clarify the requirements of the EoI, address questions, and ensure all applicants have the same understanding before submission. Pre-Submission **Meeting date: 15th September, 11.00 am to 12.30 pm**

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/344573872073228?p=yB8vDIIRRLvnS8F61l>

Meeting ID: 344 573 872 073 228

Passcode: QL7jB6EX

Expression of Interest submission guidelines

This section contains instructions on the preparation and submission of the Application:

1. The Application must be submitted through email at the address: iomcxbeoi@iom.int no later than **1700hrs Bangladesh time on Wednesday, 23rd September 2026**. Late Applications will not be considered.
2. A detailed description must be provided of 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 Applicants.
3. The application documents (Annexes B, C, D, E, AND F) must be submitted in individual signed and clearly scanned copies and individual editable versions. Applicants must ensure that the editable and signed versions have identical content.
4. The applicant **must submit copies of all policies** mentioned under 'ANNEX E - Applicant's General Information Questionnaire'. Failure to submit these copies may imply that the applying organization does not possess these crucial policies.
5. The Application must be submitted in 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 that does not fully and comprehensively address these CEI requirements may be rejected.
6. The Application document should comprise the following:
 - a. Cover Letter.
 - b. Duly accomplished application documentation as outlined within the CEI, signed on all pages by the prospective Applicant's Authorized Representative
 - c. Copies of organizational policies as outlined in the annex; and
 - d. NGOAB registration
 - e. Any other relevant documents
7. Applications may be modified or withdrawn in writing before the closing time specified in this Request for EOI. Applications may not be modified or withdrawn after the deadline.
8. The applicant shall bear all costs associated with preparing and submitting the Application, and IOM will not be responsible or liable for the costs incurred.
9. Applicants are welcome to apply to the individual and separate ToR listed above, but prioritizing ToR with the most experience and expertise is an added advantage.
10. Applicants can use [IOM's We Are All In platform](#) to report fraud, corruption, or misconduct.
11. All information given in writing to or verbally shared with the Applicant in connection with this CEI is to be treated as strictly confidential. The Applicant 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 Applicant's application is successful.
12. IOM will treat all information (or that marked proprietary/sensitive/financial) received from Applicants as confidential and any personal data in accordance with its Data Protection Principles.
13. By submitting an application, the applicant gives consent to IOM to share information with those who need to know to evaluate and manage the proposal.
14. By submitting the application/expressions of interest, the applicant confirms adherence to IOM's Declaration of Conformity Form and acknowledges receipt of the list of Proscribed Practices (enclosed).
15. 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 Applicant or any obligation to inform the affected Applicant of the grounds for IOM's action.

14. Applicants are strongly encouraged to develop original proposals. Any submission found to contain plagiarized content will result in the immediate disqualification of the application.
16. IOM on no occasion will ask for an application fee from Applicants.