

Request for Quotation

For services
RFQ-REG-01

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Safe Migration in Central Asia Project

Regional-Central Asia

Cooperative Agreement: 72011519CA00002

Country: Central Asia Regional

Geographic Code:



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Introduction

The USAID-funded Safe Migration in Central Asia (SMICA) project works with local and international organizations, governments and civil society to connect individual country approaches into cohesive regional strategies to strengthen bilateral and multi-country actions to promote rights-based migration and counter trafficking in persons; reduce the vulnerability of at-risk populations to all forms of trafficking-in-persons; and expand and improve identification and assistance to trafficked persons.

Millions of Central Asians leave their homes and countries each year in search of better work opportunities, primarily due to economic and demographic reasons. Some countries such as Kazakhstan and Russia have labor deficits, while Kyrgyzstan and Uzbekistan have a labor surplus. The need for people to migrate for work increases their vulnerability to exploitation, including the risk of trafficking in persons (TIP). TIP adult victims in Central Asia differ from those of most developing countries in that they usually have secondary or higher education.

Nearly a third of the Central Asia's (CA) population is under 15, with a median age of 27. Kyrgyzstan, Uzbekistan and Turkmenistan have young population in CA with approximately 30% of population between 14 and 30. Approximately 20% in Kazakhstan fall into that category. The governments of the region are unable to meet the needs of their growing population and are not creating enough jobs employ all those entering the workforce. The rate of youth with NEET status (not in employment, education or training) in CA is nearly one in five. Given these large youth populations who are unemployed, SMICA plans to focus on youth interventions that can raise awareness and develop solutions using information technologies.

SMICA plans to implement an IDEA-CHALLENGE (the Challenge) for 14-21-year-olds in CA that will focus on problem solving and increased understanding about TIP. The Challenge will be an online process, where youth participate in online and distant education courses on TIP, safe migration, and development of video-editing skills. The next stage is a problem-solving exercise to develop solutions that can effectively combat TIP and promote safe migration in their communities. The process will be supported with mentorship from representatives of SMICA, NGOs, and experts engaged by the Vendor. Participants will submit their solutions in a video presentation on social networks that feature the Challenge hashtag. Winners will be selected and announced in a regional online conference. The Challenge will have its own website to share general information, educational resources, and to feature the video solutions developed by the participants.

Submission Details

Submission Deadlines

All questions and other communications regarding this RFQ should be submitted in writing to SMICAPProcurement@winrock.org. Written responses to questions will be made available to all applicants. Questions must be submitted by February 10 5pm EST (UTC-5) and answer will be posted by February 12 5pm EST (UTC-5).

Proposals must be received no later than 5:00 PM EST (UTC-5) on **Wednesday March 03, 2021**. Late submissions will not be accepted. All proposals are to be submitted following the guidelines listed below. Telephone requests will not be honored.

Winrock International may request additional documentation after the bid deadline.

Electronic Submissions

Electronic applications must be sent to the following email address SMICAPProcurement@winrock.org with the subject line "Idea Challenge"

Evaluation of Quotations and Vendor selection

The evaluation Committee reviews applications and selects a Vendor in 2 stages: consideration of the application for compliance with the qualification requirements and an interview. Winrock will evaluate complete vendor proposals to determine which proposal represents the best value to Winrock. This is an unsealed solicitation request. Winrock reserves the right to negotiate with the vendors with or without discussion.

Instructions to Vendors

- Validity of bid: 60 days starting from the submission date.
- Provide a detailed description of the services to be provided
- Cost quoted must include unit price and total price
- Include VAT if applicable
- Provide a complete banking information of Vendor
- Winrock reserves right to make changes or cancel this solicitation as required by USAID

Terms of Reference:

- The Vendor must be legally registered
- The Vendor must have a license if such a license is required for business activities
- Vendor should have relevant work experience for at least 2 years in one of the Central Asian countries.
- Prior experience in organization of youth contest, with usage of IT solution.
- Availability of partners or the possibility of establishing cooperation with partners in Central Asian countries in order to cover four (Kazakhstan, Kyrgyzstan, Turkmenistan and Uzbekistan) Central Asian countries.

- Experience in organization of regional contests/challenges in an asset.

Terms of Submission for interested Service Providers:

Interested service providers, commercial and noncommercial organizations that meet the above requirements must submit an offer that will include the following documents:

- Project budget: price offer for the competition in four (Kazakhstan, Kyrgyzstan, Turkmenistan and Uzbekistan) Central Asian countries, in accordance with the above tasks and work schedule. If the Vendor does not have branches in other countries, the cost of attracting the necessary partners and team to organize this competition must be provided by the Vendor.
- Information about previously implemented similar projects at the national and regional level (if available), including youth competitions using ICT solutions.
- A copy of the registration document (business license or other registration document), confirming that the Vendor has been working in this field for at least 2 years, in one of the Central Asian countries.
- A copy of the license if such a license is required for business activities
- This RFQ is issued in English and Russian, if any discrepancies, then the English version prevails.

Items of Consideration: Selection Criteria

Proposals will be assessed on both technical merits based on portfolio review and interview, as well as price reasonableness.

Merit Review Criteria		Points
1.	Past Performance (will be assessed based on provided information about previously implemented similar projects)	40
	Prior experience in organization of youth contests, with usage of ICT tools	25
	Availability of working experience in more than one Central Asian countries	15
2.	Availability of required capacity to fulfill the task (will be assessed based on interview)	20
	How does an applicant organization plan to engage potential partners in other countries?	15
	Do the applicant has established partners in other CA countries and experience in joint activities?	5
4.	Cost Effectiveness of the Proposed Budget (will be assessed based on proposed budget and clarified during interview)	40
	Reasonability of price determination based on provided budget; comparative analyses between the vendors on provided costs.	40
Overall Rating (out of 100 points)		100

Award

Winrock anticipates to notify successful vendor and provide agreement for signature the week of April 01, 2021. The period of agreement is not more than 4-5 months.

Detailed Specifications

TASKS:

Stage 1

- Develop a concept note that details the Challenge process, including a list of webinars and video-trainings, and a schedule of milestones. The note should also include participation criteria and the process for selection of winning submission, in collaboration with SMICA.
- Develop educational materials to increase the knowledge of the IDEA-CHALLENGE participants on TIP, safe migration, and creating video-presentations of solutions. This will also include a plan to:
 - Identify key speakers and webinar structures in each of the four CA countries (in five CA languages) and coordinate the preparation process. At least 4 webinars should be conducted in each country.
 - Develop at least three training videos for self-learning of the participants in five CA languages
 - Develop the list of educational resources to be made available online, including statistical data, which participants will use for self-learning on specific topics.
- Form a selection panel, including representatives of SMICA and CTIP NGOs in four CA states.
- Develop a website and launch a presentation video that highlights the challenge in five CA languages.
- All visual materials must comply with USAID branding and the Winrock SMICA branding and marking plan, which will be provided by communications officer.

Stage 2

- Launch the Challenge in all four CA states through targeting participants on social media, relevant messenger channels, youth channels, co-working centers, mass media websites (where possible), bloggers, and CTIP NGOs.

- Registration of participants including relevant contact information. Vendor should ensure maximum participation with at least 60 contestants for all countries (except Turkmenistan which should be a minimum of 40 participants)
- Launch and conduct a 4-week educational phase, **including at least four webinars and three online training videos.**
- Conduct speed-mentoring online sessions: each participant should have access to **at least one speed-mentoring online session or consultation (individual or group)** during the idea-elaboration stage.

Stage 3

- Collect submissions and manage selection panel to finalize winners. At least 50% of the participants, who underwent educational phase (during Stage 2) should submit ideas/presentations.
- Conduct online conference for presentation of video solutions by finalists. Announce results and the winners.
- Provide participants with a certificate of participation in the Challenge (if necessary, the Vendor must obtain the appropriate licenses/permits)
- Develop final info-graph video on the results of the challenge, depicting major results and the three best solutions.
- All visual materials must comply with USAID, SMICA, and Winrock branding requirements, which will be provided by a Winrock Public Relations Specialist
- Upload all presentations from the participants to Challenge website.

EXAMPLE OF SIMILAR CHALLENGE: <http://challengeca.tilda.ws/ideachallenge2020>

TIMEFRAME:

	Deliverable	Timeframe	Payment
1	<p>Stage 1.</p> <p>Concept Note.</p> <p>List of webinars (webinar structure, keynote speakers and schedule) developed, at least three video-trainings completed, list of resources developed. Presentation video and website developed, tested, and launched. Selection Panel approved by SMICA.</p>	60 calendar days	20%
2	<p>Stage 2.</p> <p>Idea-challenge announced and advertised to engage participants. List of participants formed, including at least 60 contestants per CA country; for Turkmenistan: at least 40 participants. Interim report on launching the Challenge submitted to SMICA. All educational sessions conducted. Speed-mentoring completed.</p>	30 calendar days	40%
3	<p>Stage 3.</p> <p>Video presentations from the participants collected, filed and shared with the Selection Panel. Selection process finalized. Final info-graph video produced and online conference conducted to announce the winners. Final report developed and submitted to SMICA</p>	45 calendar days.	40%