



IOM International Organization for Migration
 OIM Organisation Internationale pour les Migrations
 OIM Organización Internacional para las Migraciones

9th Floor, Institute of Bankers of Sri Lanka Building, No.80A, Elvitigala Mawatha, Colombo 08

INVITATION TO SUBMIT AN EXPRESSION OF INTEREST

Established in 1951, International Organization for Migration (IOM) is the leading intergovernmental organization in the field of migration and works closely with governmental, intergovernmental, and non-governmental partners. IOM is an organization part of the United Nations system and is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of [Migration Governance](#), IOM now invites Expression of Interest (EOI) from Software Development Companies/Service Providers to enhance the existing Integrated Border Management System (IBMS), which was developed under the IOM implemented project *Establishment of an Integrated Border Management (IBM) Model in Sri Lanka: Phase II*. The IBMS system is a bespoke software that has been custom-designed, developed, and implemented to meet Sri Lanka's integrated border risk management. [The proposed enhancements will further expand the existing solution by introducing new modules and integration with the existing solution platform.](#)

The Expression of Interest shall contain information on the following

- a.) Range of relevant services offered
- b.) Qualifications and experience of relevant professionals and technical personnel currently employed,
- c.) Track record and experience of the firm in implementing similar assignments including a list of major clients served, especially in the domains of border management, rule-driven risk assessment, and air-ticketing, air-travel industries;
- d) ISO software quality standards, SEI CMMI maturity level certification and any other relevant industry-standard certification details
- e) Annual company revenue summary over the last 5 years
- f) other relevant information.

The Expression of Interest shall be submitted via email to IOMLKPROCUREMENT@iom.int, and should be received by the BEAC later than [16.00 hrs on 04 May 2022](#).

On the basis of the above information, IOM shall draw up a shortlist of Companies/Service Providers. The proposed solution needs to manage sensitive data, the potential bidders may also be subjected to a security screening by the relevant authorities. Only shortlisted Companies/Service Providers will be invited to submit technical and financial proposals.

Interested Companies/Service Providers may obtain [instruction form](#) and further information from IOM Sri Lanka web site <https://srilanka.iom.int/procurement> or [contact IOM Colombo Procurement Focal Point on 0112 112600](#), or [make a request via e-mail to IOMLKPROCUREMENT@iom.int](#)



Request for Expression of Interest - Instruction Form

Established in 1951, International Organization for Migration (IOM) is the leading intergovernmental organization in the field of migration and works closely with governmental, intergovernmental, and non-governmental partners. IOM is an organization part of the United Nations system and is committed to the principle that humane and orderly migration benefits both migrants and society.

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

1. The Application must be though mail to IOM with office address IOMLKPROCUREMENT@iom.int at no later than *16.00 hrs on 04 May 2022*. Late Application will no longer be considered.
2. A detailed description must be provided on how the requirements specified in this document match the capability, experience, knowledge, and expertise of the Company/Service Provider.

The Application must be submitted via email in PDF format. The subject of the email should contain reference number, title of the Project and name of the Company/Service Provider.

3. The Application must be submitted in the English language and in the format prescribed by IOM. 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 Request for Expression of Interest may be rejected.
4. The Application document should comprise of the following:
 - a. Cover Letter;
 - b. A copy of this Request for Expression of Interest duly signed on all pages by the Company/Service Provider's Authorized Representative (e-signature is accepted); and
 - c. Duly Accomplished Annex A with All requested information.
 - d. Copies of relevant industry-standard certifications
5. Companies/Service Providers requiring any clarifications on the content of this document may notify the IOM in writing via *email to IOMLKPROCUREMENT@iom.int*. IOM will respond to any request for clarification received on or before *30th April 2022 at 16.00 hr*.
6. Applications shall be evaluated in accordance with the following criteria:
 - a. Capacity

- b. Track Record and Experience
- c. Technical Expertise
- d. Financial Strength

Only eligible and qualified Companies based on above shall be invited to participate in the bidding/tender process.

7. 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.
8. The Company/Service Provider 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.
9. All information given in writing to or verbally shared with the Company/Service Provider in connection with this Request for EOI is to be treated as strictly confidential. The Company/Service Provider shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the procurement process has been completed whether or not the Company/Service Provider is successful.
10. IOM reserves the right to accept or reject any Application, and to cancel the procurement process and reject all Applications, at any time without thereby incurring any liability to the affected Companies/Service Providers or any obligation to inform the affected Companies/Service Providers of the ground for IOM's action.
11. If the capacity of the attachments exceed 6MB, please send an email to IOMLKPROCUREMENT@iom.int with following details for IOM to create OneDrive folder to facilitate the file upload process.

E Mail Subject	Request OneDrive access (IBMS - EOI)
Organization Name:	
Contact Person:	
Email Address:	
Phone Number:	

ANNEX A: BIDDERS INFORMATION

TABLE 1 – GENERAL INFORMATION

- Name of the Company
- Address
- Phone Number
- Fax Number
- Email Address
- Address of Other Offices, if any
- Name and Designation of the Contact Person
- Legal Status (**Provide certified copies of Registration**)
- Registration number
- Place of Registration
- Principal place of business
- VAT Registration number
- Copies of relevant industry-standard certifications

Provide certified copies

TABLE 2 – COMPANY EXPERIENCE IN LAST THREE YEARS

- Starting Month/ Year
- Ending Month / Year
- Client
- Description of services
- Contract Amount

Remarks (Provide documentary evidence)

TABLE 3 – SIMILAR EXPERIENCE IN LAST THREE YEARS

- Year
- Client
- Description of works
- Contract Amount

Remarks (Provide documentary evidence (*))

Please include copies of completion certificates issued by former clients and / or performance appreciation / evaluation letters from former clients providing their contact details and approval to contact them.

TABLE 4 – ONGOING CONTRACTS

- Client
- Description of Contracts
- Location
- Amount
- % of Completion (**Provide documentary evidence**)

TABLE 5 - ADEQUACY OF WORKING CAPITAL

- Source of credit line
- Amount

Remarks (Provide documentary evidence)

Please provide proof of financial competency and audited financial statements for the last five financial years.

TABLE 6 – LIST OF PERMANENTLY EMPLOYED STAFF

- Name
- Designation Qualification
- No. of Years of Experience

Provide an organizational chart and detailed CVs for key management and technical personnel in the Organization

TABLE 7 – LIST OF PLANT AND EQUIPMENT (OWNED AND HIRED)

- Description whether Owned or Leased
- Year of Manufacture

TABLE 8 – ANY OTHER INFORMATION

In addition to the required information, Companies may provide brochures and other related documents

I, the undersigned, warrant that the information provided in this form is correct and, in the event of changes, details will be provided as soon as possible:

Name/ Signature/ Date