



IOM International Organization for Migration
المنظمة الدولية للهجرة

IOM – Expression of Interest for Vocational Trainings

Under the Livelihood and Social Cohesion portfolio, the International Organization for Migration (IOM) is seeking a company/service provider/organization to organize, manage and deliver a series of Vocational Training courses for Syrian refugees and Host Community members within the governorates of Erbil, Sulaymaniyah and Dahuk (Kurdish Region of Iraq).

A. SCOPE of the TRAINING

The sectors of the training courses should be informed by the findings of a market and labour assessment, either already existing or carried out specifically as part of this project by the selected company/organization. The ultimate objective of the training is to enhance the skills of trainees and significantly increase their employability within the Kurdish labour market. Preference will be given to training packages that have recently proven to be successful.

B. TRAINING DESCRIPTION

IOM is aiming to train up to 150 people, majority of which should be Syrian refugees and a smaller number of host community members, which will be selected through an established screening process (in agreement with IOM). All training courses need to be completed by December 1st, 2016 the latest. The duration of each training curriculum is up to 3 months (60 working days) and should not exceed 6 hours per day. Training is generally provided during morning hours and end shortly after lunch.

All training curricula should include:

- The provision of participants screening prior to the commencement of the training inclusive of candidates' competency assessment sessions, to assess their level of skills and professional inclinations.
- A proven educational curriculum that balances theory and practice and has been endorsed by a national/international training authority or subject matter experts.
- The provision of toolkits to support the trainees in practicing their skills after the training, through the establishment of a micro-small business, sub-contracting or employment.
- The provision of life-skills sessions, focused on resume writing, interview skills/etiquettes, basic business and marketing knowledge

IOM will positively consider the addition of the following services:

- The incorporation of English language and/or computer sessions across training curricula in which such training would increase the employability of the trainees.
- The provision of childcare services during training hours to women participants who expressed the need of such service during the selection process



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The applicant should submit a comprehensive training proposal that includes:

- Detailed training work plan
- The list of competent trainers (CVs should be included as attachments)
- List of training materials and equipment to be utilized
- Details of the venue to be used (if the training takes place in a vocational training center, this should include also the venue for practical session, i.e. hotels, restaurant, construction sites, etc.)
- Transportation allowances/ participants transportation to/from the training
- Coffee breaks
- Details of the toolkits/start-up kits to be provided to graduates on completion of the training
- Details of the training monitoring methodology and tools (participants attendance, trainer's performances, performance appraisal system, final training evaluation)
- Provision of training graduation diploma certified by the Ministry of Labour and Social Affairs
- Provision of interim and end of training reports
- Provision of childcare services, whether applicable, by certified educators.

The company/entity is required to provide IOM with a training offer including cost breakdown of training fees, training materials and equipment, venue (if any), transportation, toolkits by 12:00 PM of 23/07/2016 at writing to IOMIRAQBIDS@iom.int copying sara.beccaletto@iom.int. All the information needs to be provided in English. No applications written in Arabic or Kurdish, or submitted after the deadline will be considered.

Applications will be assessed according to the following criteria:

1. Previous experience providing external vocational training services
2. Relevant Government licences and certifications
3. Availability and suitability of training facilities
4. Thoroughness of proposal in meeting the Call for Expressions of Interest
5. Access to international training expertise
6. Value for Money

IOM will conduct a due diligence exercise of all applicants and may engage the services of a third party contractor/consultant to undertake this.