**INVITATION TO CONDUCT ENTERPURNERSHIP TRAINING**

International Organization for Migration in The Gambia invites experienced organizations to conduct Entrepreneurship Training for Gambian Returnees in Greater Banjul Area or in region with high concentration of the returnees.

Terms of Reference can be collected from IOM The Gambia website (<https://gambia.iom.int/tendersprocurement>) or IOM Office during weekdays, 8:00AM-5:00 PM from November 24 to November 30, 2021. IOM The Gambia office located 46, Kairaba Avenue, Pipeline PMB 586, Serrekunda. Take the former Sultan junction opposite Bloom Bank, the twin story you will have on the left.

Each candidate organization shall submit sealed/stamped Technical and financial proposal.

The proposals shall be delivered to IOM The Gambia office until December 10, 2021 from 8:00AM-05:30PM. No proposal will be accepted after December 10, 2021 5:30PM.

IOM reserves the right to accept or reject any bids, to cancel the procurement process at any time prior to award of Contract, without obligation to inform the affected Bidder/s of the grounds for IOM action.

# TERMS OF REFERENCE (ToR)

For provision of Entrepreneurship Training for Gambian Returnees in Greater Banjul Area and/or region with high concentration of the returnees.

1. **CONTEXT**

The European Union (EU) and the International Organization for Migration (IOM) have developed the Joint Initiative for Migrant Protection and Reintegration in Africa (hereinafter “Joint Initiative”). It aims to protect the security, dignity and rights of migrants along this important and dangerous migration route and to help improving the reintegration of returnees through an innovative approach. This will be achieved through different types of interventions including protection and assistance to vulnerable and stranded migrants, assistance for voluntary return, and support for sustainable reintegration in the communities of origin, the dissemination of accurate information on migration to migrants, potential migrants and communities, and the collection of data on migration flows. The Initiative will aim at strengthening the technical and material capacities of the authorities and organizations involved in these areas so that they can ultimately take over policies and programmes related to the protection and reintegration of migrants in the region, with a view to improving the governance of migration in the region.

1. **ACTIVITY CONTEXT:**

As IOM continues to have returnees from Niger, Libya and other countries eligible for the JI reintegration support, IOM’s intent to not only provide reintegration but to provide it in a sustainable way. With the positive impact of the ETW training to returnees, indicating a good number of their businesses still operational and some expanding, IOM is determined to provide the same training to all returning migrants opting to open a micro-business as their reintegration assistance going forward. 100 returnees are expected to be trained with ETW training every month from January 2022 to April 2022. Thus, a total of 400 returnees would be targeted for the training.

1. **SERVICES REQUIRED:**
* Conduct preliminary interview to determine the methodology of the training
* To conduct 6 days training of returnees identified by IOM on entrepreneurship or Business development with models that is standard and could contribute to the enhancement and sustainability of returnees’ businesses.
* The implementing partner (IP) shall provide such training by pre-financing and invoicing IOM at the end of each training.
* The IP should provide and assist returnees to access microloan or micro grant and business development services (BDS) available and provided by other partners in the country.
* Assist returnees to identify viable business idea and assist the development of business plan.
* The training location will be based on the concentration of the returnees in the regions or the Greater Banjul Area.
* The IP will factor the cost of training, stationaries, feeding & refreshment, accommodation, transport refund.
* The IP shall also provide certificates to returnee upon completion of the training.
* The IP shall provide detail financial (according to IOM financial requirements) and narrative report at the end of each training this must including participants list.
1. **DELIVERABLES**

The overall work is to conduct 20, six-day Entrepreneurship training from January 2022 to April 2022. The following products shall be delivered

* Call all returnees referred to the IP to inform them of training date, Venue, logistics etc.
* Training approx. 100 returnees per month (a total of 400 returnees) on entrepreneurship or Business development training using a standard model that can support returnee’s business.
* A business plan for each returnee
* Prepare and submit narrative and financial report after every training provided including. This must be done according to IOM financial requirement.
1. **METHODOLOGY**

Service provider shall ensure:

1. The project will offer entrepreneurship training for up to 100 returnees monthly in areas: behaviour and competencies of successful entrepreneurs, marketing, business opportunity identification, business canvas model, principle of marketing, bookkeeping for MSME’s, quality management and efficiency. Each beneficiary will receive a minimum of 50 hours of training during the project period.
2. Provide the facilities, training materials, reference materials and hand-outs required for the training. None of the beneficiaries will be required to pay for any tuition fees or fees related to their training.
3. Provide required personnel to implement the project and provide IOM with the attendance record of these personnel.
4. Ensure that the project is completed within the time allocated and within the financial limits of the funds allocated and must advise IOM immediately in writing of any occurrences which may prejudice the completion of the project within these limits (failure to do so may result in termination of the project and the demand for partial or full repayment of funds);
5. **TIMELINE**

The IP is expected to initiate and complete the work before April 2022. As detailed as below

1. Conclude agreement on the proposed training with IOM by 20 December 2021
2. Conduct the training
	* The first, 100 returnees by 25th January 2022
	* The second, 100 returnees by 25th February 2022
	* The third, 100returnees by 25th March 2022
	* The fourth, 100 returnees by 25th April 2022
3. Submission of financial and narrative project reports to IOM The Gambia by 13 May 2022.