1. RATIONALE

International labour migration is a considerable reality of Bangladesh’s economy and labour force, with 12% or more of the labour force employed overseas. The total number of overseas job created for Bangladeshi workers was 0.75 million in 2016 which is 36% more than the previous year. In the year 2015, remittance was 7.87 per cent equivalent of the GDP and 49.78 per cent and 37.65 percent of the country’s total export and import respectively.\(^1\)

The Government of Bangladesh regards remittances as a major source of foreign exchange and short-term overseas employment as an important response to unemployment and as a support to household well-being. However, the overall value of overseas employment and remittances to the Bangladesh economy has only recently been understood as part of the overall strategy for becoming a middle-income country, specifically, by developing a more pro-active and migrant–worker oriented approach to management. This has led to changes in the overall legislative and policy framework, and a gradual recognition of the need to develop improved systems for management, including concrete measures for social protection, for complaints investigation and redress, and for investment in building the skills and qualifications of workers to improve the quality of their overseas employment.

The “Application of Migration Policy for Decent Work for Migrant Workers” project, is a five-year project of the International Labour Organization (ILO) of the Country Office for Bangladesh. The project is funded by the Swiss Agency for Development and Cooperation (SDC). The project builds on the success of “Promoting Decent Work through improved Migration Policy and its Application in Bangladesh”, operating from 2011-2015. This project builds on this foundation to support the Government to move into full implementation of its new Act 2013 and policy 2016. It will provide research and technical advisory support, facilitate social dialogue and stakeholder engagement, and support the implementation of pilots to test a range of strategies for migrant worker’s education, support and re-entry into the Bangladesh labour market. It focuses on strengthening the overall policy and governance framework for migration; improving the institutions responsible for managing migration; and supporting the development of expanded services to migrant workers.

Data on migrant workers and labour markets are critical for effective migration governance and ensuring safe and orderly migration. As a need to respond to the increasing numbers of migrant workers from Bangladesh, ILO is planning to support the development of an integrated and comprehensive migrant workers information system.

**Migrant Workers Information System**: Effective management of labour migration and provision of strong support to ensure workers are protected depends on data management. The Government of Bangladesh has developed a number of data management tools, but there are gaps in provision and no integration of data to support robust tracking processes and analysis that would, in turn, support ongoing improvements in fair labour migration, including the capacity to disaggregate male and female migration data.

**Labour Market Information System**: Weaknesses in labour market information gathering and analysis continue to be a limiting factor for Bangladesh in improving the skills profile of its overseas labour force. Lacking effective labour market information gathering and analysis processes, the Government is challenged to identify medium and longer term opportunities and invest in training to develop a supply for those upcoming demands. Labour market analyses of destination countries prepared by the 2011-2015 project confirmed the value of this type of information, particularly the need to have access to more current information through a continuous assessment process.

Currently in Bangladesh, LMIS managed by the Bangladesh Bureau of Statistics (BBS) is not integrated with MWMIS managed by the Ministry of Expatriate’s Welfare and Overseas Employment. The current data information system is limited only on outflow with little information on Labour demand in case of Government-to-Government cooperation. One of the problems is also the lack of information related to returnee migrant workers. In addition, there is no information of stock of migrants workers (i.e. labour supply of migrant workers) already in different countries of destination.

In this context, the ILO would like to hire a consultancy firm with the aim to conduct a detailed assessment of available data sets, data gaps and data needs related to information on migrants and the labour market in order to have a comprehensive integrated MWIMS and LMIS.

2. **OBJECTIVES OF THE ASSIGNMENT**

The overall objective of the assignment is to conduct an Assessment into Migrant Workers Information System and Labour Market Information System in Bangladesh. The specific objectives are:

- To conduct an in-depth survey into data collected on migrant workers by different government agencies for low, semi-skilled workers from Bangladesh
- To identify sources of data collection on migration (workers as well as emigrants, migration stock) from Bangladesh. This should include government agencies, employers, workers, NGOs, men and women migrant workers themselves
- To identify sources and data variables on labour market demand for Bangladesh workers and analyse gaps in data collection and sharing.
- To analyse data gaps in the migrant workers information gathering, sharing and use
- To design an integrated database information system on migrant workers’ information and labour market information system, identifying sources of data and software requirements and financial needs. Due consideration should be provided to disaggregation of data to the system contributes to collection of data against indicators in SDG 8, SDG 10, 7th Five Year Plan (FYP), Migration Policy 2016
To review the migration data systems of Sri Lanka, Philippines, Indonesia, Nepal, identifying existing systems, resource requirements, challenges and lessons learnt from these systems.

3. DELIVERABLES AND DESCRIPTION OF REQUIRED DELIVERABLES

Under the guidance CTA of “Application of Migration Policy for Decent Work for Migrant Workers” Project and consultation with ILO relevant specialists/experts, the service provider/consulting firm will produce the following deliverables:

1) An inception report with clear timelines for each activity and deliverable
2) One research report of comparable systems from other countries Sri Lanka, Philippines, Indonesia, Nepal and any others.
3) Two survey questionnaires for in-depth interviews on MWIMS and LMIS
4) An analytical report on the available data and data gaps on MWIMS and LMIS
5) Design of an integrated MWIMS and LMIS

A brief description of each of the required deliverables is provided below.

4. LIST OF ACTIVITIES AND TENTATIVE TIME-FRAME

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<tr>
<th>Sl.</th>
<th>Deliverables</th>
<th>Tentative Time Frame</th>
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<tbody>
<tr>
<td>1.</td>
<td>An inception report with clear timelines for each activity and deliverable</td>
<td>10 working days after issuance of work order.</td>
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<tr>
<td>2.</td>
<td>One research report of comparable systems from other countries Sri Lanka, Philippines, Indonesia, Nepal and any others</td>
<td>25 working days after submission of inception report</td>
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<tr>
<td>3.</td>
<td>Survey Questionnaire for MWIMS</td>
<td>10 working days after approval of inception report</td>
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<td>Survey Questionnaire for LMIS</td>
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<td>4.</td>
<td>An analytical report on the available data and data gaps on MWIMS and LMIS</td>
<td>30 working days from Assessment report approval.</td>
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<tr>
<td>5.</td>
<td>Design of an integrated MWIMS and LMIS</td>
<td>10 working days from approval of report</td>
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6. DESIRED QUALIFICATION OF THE FIRM

The service provider must have demonstrated capacity in:

(a) At least 5 years of experience with working on issues of labour force survey, migration, labour migration with focus on data bases and datasets,
(b) Proven research experience with ability to coordinate with diverse stakeholders and write analytical reports in English
(c) Capacity to conduct surveys conducting interviews with diverse stakeholders in Bangladesh and in countries mentioned in this TOR

6. BUDGET

The total budget of the assignment will be financed by the “Application of Migration Policy for Decent Work for Migrant Workers” project implemented by ILO and funded by SDC.

7. CONTRACT DURATION

The work under this contract should be completed within 6 (six) months from the date of signing of the contract.

8. SUPERVISION AND COORDINATION

The service provider will work under the overall guidance and supervision of the CTA of the “Application of Migration Policy for Decent Work for Migrant Workers” project, and in coordination and collaboration with the concerned Programme Officer.

9. REPORTING

In case of any problems or delays, the service provider shall report to the CTA of the “Application of Migration Policy for Decent Work for Migrant Workers” project, ILO- Dhaka. Performance will be measured against the quality and timely provisions of deliverables.

10. APPLICATION METHOD AND DEADLINE

Interested and qualified service providers may submit their expressions of interest, demonstrated competency and quotations for the assignment. Application must include the following:

- One page description of the organization (also web site/ brochure)
- Proven document of legal establishment for a minimum of three years
- A list of previous relevant work experiences.
- A detail technical proposal on carrying out the tasks, work plan, methodology, quality control mechanism, risk mitigation plan, management (including team composition) and supervision mechanism
- CVs of the personnel/experts involved in this assignment including qualification and experiences.
- Statement of availability of the personnel/experts and trainers
- A separate financial proposal in a sealed envelope with all inclusive (administrative and logistics cost) and itemized unit cost.

11. PAYMENT ARRANGEMENTS

The cost for this assignment will be covered by the ILO-Migration-project (Application of Migration Policy for Decent Work for Migrant Workers). Based on the TOR, the ILO will prepare an external collaborator service contract with the firm with the following payment schedule:

- 20% of total amount shall be made as first payment upon signing of the Agreement and submission of an inception report with clear timelines for each activity and deliverable.
12. SPECIAL TERMS AND CONDITIONS

12.1 Confidentiality statement and intellectual property of data
All data and information received from the ILO and the stakeholders for the purpose of this assignment are to be treated confidentially and are only to be used in connection with the execution of these Terms of Reference. All intellectual property rights arising from the execution of these Terms of Reference are assigned to ILO according to the grant agreement. The contents of written materials obtained and used in this contract may not be disclosed to any third parties without the express advance written authorization of the ILO.

12.2 Unsatisfactory or incomplete work
For the assignment, the ILO’s Standard Rules and Procedure for Service Contracts shall be applicable. In event that the service delivered is unsatisfactory or fails to conform to the conditions set out above, the ILO reserves the right, as appropriate to interrupt it, to request that it be corrected or modified, or to refuse to accept the service.

13. HIRING PROCESS
The deadline to submit RFPs for the service contract is by close of business (16:30 hrs Dhaka time) on 28 April 2017 sent by hardcopy with the subject header “Application for the Service Contract for An Assessment into Migrant Workers Information System and Labour Market Information System in Bangladesh”. The proposal shall comprise (i) Technical Proposal, (ii) Financial Proposal, (iii) CVs of Experts proposed in the Team Composition (with proper contact details) and (iv) a copy of sample work (can also provide link to the webpage).

Application along with a Request for Proposal (RFP) is hereby requested from interested and qualified Consulting Firms/Research Organization for this assignment, as stated above. The submission shall include a financial proposal with a separate envelop as well.

The selection criteria will be focused on the Organizational Capacity, Proposed Team’s strength, Approach and Methodology, Work Plan and Financial proposals (in a separate envelop).

The submission shall be submitted by 28 May 2017 (04.30 pm Dhaka time) to:

ILO Migration Project
Probashi Kallayan Bhaban
Level 9 (lift 7), 71-72 Old Elephant Rd.
Eskaton Garden, Ramna, Dhaka-1000

For any query, please contact ILO migration project at

BID_MIG_DAC@ilo.org