



## **Call for Expression of Interest for Local Partnership with Human Appeal in Somalia and Somaliland On Emergency and Development Response**

**HA/SOM/TOR/005/2024**

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### **About Human Appeal**

Human Appeal is an international non-profit organisation working across the globe to strengthen humanity's fight against poverty, social injustice and natural disaster. Through the provision of immediate relief and the establishment of self-sustaining development programmes, we aim to invest in real, effective solutions. We work year-round to establish healthcare, education, and livelihood programmes that pave the way for empowered, self-serving communities. We also provide food, medical aid, and disaster relief during emergencies, a critical intervention that saves lives.

Human Appeal has been operating in Somalia since 2016, initially with pilot projects, and officially established its country office in March 2017. Since then, the organization has been dedicated to supporting affected populations and individuals in need across humanitarian and development sectors including Food Security and Livelihoods (FSL), Water, Sanitation, and Hygiene (WASH), Health, Shelter/NFIs, Nutrition, Protection, and Orphan & Child Welfare. With the expertise of highly skilled local and international teams, Human Appeal is capable of accessing some of the most remote and hard-to-reach places in the world, providing vital assistance to communities during their most vulnerable times.

### **Background of the Eoi**

The escalating impact of complex emergencies presents a grave and imminent threat to the lives of millions of children and adolescents. The resulting consequences include a substantial increase in the number of individuals who fully depend on humanitarian aid, further exacerbating existing crises and perpetuating the cycle of poverty.

Horn of Africa region and in periocular Somalia has been grappling with a considerable influx of internally displaced persons, primarily driven by prolonged conflict, pervasive insecurity, and the devastating effects of climate-related disasters. Consequently, the humanitarian needs within the population have doubled, rendering them increasingly susceptible to widespread food insecurity, forced displacement, and the loss of livelihoods. Regrettably, these circumstances have impeded the timely provision of essential life-saving assistance to children, consequently intensifying their exposure to various protection risks.

In recognition of the mounting demand for humanitarian assistance, the urgent need to address coverage gaps, and the unmet needs of the affected population, HA Somalia is steadfast in its commitment to expand its ongoing humanitarian efforts. The organization aims to enhance its impact and reach in critical sectors such as Child Protection, Cash Assistance, Gender, Water, Sanitation and

Hygiene, and Nutrition. To accomplish this, HA Somalia is actively seeking expressions of interest (EOIs) from local organizations operating in both Somalia and Somaliland. Through strategic partnerships and collaborations, HA Somalia aims to leverage the expertise and resources of these local entities to further strengthen the effectiveness and sustainability of their humanitarian interventions. Together, they aspire to mitigate the adverse effects of complex emergencies and ensure that the most vulnerable children and adolescents receive the vital support they urgently require.

### **Minimum eligibility requirements**

- Local non-governmental organizations (NGOs) duly registered with the Federal Government of Somalia and State members and Somaliland eligible to operate in the region.
- The organisation should have active field presence for not less than 3 years (cumulative).
- The organisation should have the ability to establish or expand operation in the targeted location within a short period.
- The organisation should demonstrate a strong commitment to international humanitarian principles, including clear standards for child protection, CHS, disability, gender equality and women's empowerment, protection from sexual exploitation and abuse and anti-fraud and anti-corruption.
- The organisation should have strong commitment towards gender equality and inclusion
- The organisation should have its country office specific accounts audited (at least for the last 3 years) by a certified public accounting firm. The reports should be made available as public documents, as and when required.
- Proven engagements and partnerships with government ministries and share a letter of support from your line government institution.
- project management expertise that has been proven, both financially and operationally. Provide supporting documentation, such as project reports, evaluations, and audit reports.
- The organisation should have experience in implementing a minimum three programs in the following sectors: Food security, Livelihoods, Emergency Response, Health, WASH, Education, Nutrition, Protection/Child Protection/GBV, Cash and Voucher Assistance.

In addition to the above, the following nine-core area will be the focus.

1. Extensive sector expertise and experience: Demonstrated proficiency within relevant fields pertinent to the proposed initiatives.
2. Comprehensive project management capabilities: Proven records of accomplishment of managing complex endeavors, including planning, implementation, monitoring, and evaluation.
3. Strong financial and procurement management competencies: Capabilities to manage budgets efficiently and secure essential supplies through transparent processes.
4. Substantial local presence and connections: Established relationships with communities and authorities, as well as familiarity with regional dynamics.

5. Community engagement and authority relations: Ability to foster positive interactions among various stakeholder groups, promoting cooperation and mutual understanding.
6. Resource contributions: Availability of personnel, equipment, and other assets required to undertake assigned tasks.
7. Thorough security consideration: Implementation of appropriate measures to safeguard staff, facilities, and operations against threats.
8. Efficient cost-effectiveness: Delivery of services using optimal resource allocation strategies.
9. Proven experience working with UN and other donors: Familiarity with international development norms and best practices.

#### **Requirements for Submission of Expression of Interest (EOI)**

- This Request for EOI does not constitute a full selection
- HA does not require proposals at this stage; this request is merely seeking an expression of interest in participating in the exercise.
- A response to this Request for Expression of Interest does not automatically ensure that submitting NGOs will be selected to participate in the subsequent Request for Proposals and subsequent selection.
- HA reserves the right to change or cancel the requirement at any time during the Request of EOI process. HA also reserves the right to require compliance with additional conditions as and when issuing the final Proposal and other relevant documents.
- The Expression of Interest should be maximum 3 pages; EOIs longer than 3 pages are disqualified.
- Upon receipt of the above information from prospective Responsible Parties, HA will review applicants for placement on a short-list of potential Partner Organisation and submission of any detailed documentation required.
- Those short-listed Organisations may be invited to submit formal proposals using the standard HA Call for Proposal template to become a partner Organisation. The Call for Proposal will provide a more detailed description of the scope of work.
- Those short-listed organisations may be invited to submit full Partnership documents and HA will follow up with Partnership Assessment. Using the HA Partnership Assessment Tool.

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### Template to fill (max 5 pages)

| Brief Organisation Profile                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                              | Prospective Partner Input (Insert a short & precise text) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| Name and nature of organisation (sector, mandate)                                                                                                                                                                                                                                                                                                                                                 |                                                                                                              |                                                           |
| When was the organization founded (year) and when was it registered? Provide contact details                                                                                                                                                                                                                                                                                                      |                                                                                                              |                                                           |
| Type of organisation:<br>National/local Non-Governmental Organisation (NGO)                                                                                                                                                                                                                                                                                                                       |                                                                                                              |                                                           |
| Head office full address                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                              |                                                           |
| Board of members (full names and position)                                                                                                                                                                                                                                                                                                                                                        |                                                                                                              |                                                           |
| Number of field office(s) equipped and with staff (currently operational: please indicate by district/specific locations or mention the addresses).                                                                                                                                                                                                                                               |                                                                                                              |                                                           |
| Regions you currently have operations?                                                                                                                                                                                                                                                                                                                                                            |                                                                                                              |                                                           |
| Experience in humanitarian and development work and working with other donors i.e. UN agencies, international donors, embassies, Foundations, etc. (number of years and name of the organization)                                                                                                                                                                                                 |                                                                                                              |                                                           |
| Area(s) of expertise in the following humanitarian and development sectors (demonstrate proven experience) <ul style="list-style-type: none"> <li>▪ Child Protection in Emergency</li> <li>▪ Cash Assistance</li> <li>▪ Gender</li> <li>▪ Water, Sanitation and Hygiene</li> <li>▪ Nutrition in Emergency</li> <li>▪ Education in Emergency</li> <li>▪ Education</li> <li>▪ Livelihood</li> </ul> |                                                                                                              |                                                           |
| <b>Cross-Cutting and Organisational requirements</b>                                                                                                                                                                                                                                                                                                                                              |                                                                                                              |                                                           |
| 1.                                                                                                                                                                                                                                                                                                                                                                                                | Commitment to organisational diversity and gender equality                                                   |                                                           |
| 2.                                                                                                                                                                                                                                                                                                                                                                                                | Gender mainstreaming/transformational programming policy                                                     |                                                           |
| 3.                                                                                                                                                                                                                                                                                                                                                                                                | Protection from Sexual Exploitation and sexual Abuse (PSEA) and Protection policies including safe guarding  |                                                           |
| 4.                                                                                                                                                                                                                                                                                                                                                                                                | Organisational Code of Conduct.                                                                              |                                                           |
| 5.                                                                                                                                                                                                                                                                                                                                                                                                | Accountability to the affected population                                                                    |                                                           |
| 6.                                                                                                                                                                                                                                                                                                                                                                                                | Donor(s) funding/funded the organisation ( <b>No value required, list them</b> ):<br>a) Current b) Previous. |                                                           |
| 7.                                                                                                                                                                                                                                                                                                                                                                                                | Capacity development of line ministries and district local governments.                                      |                                                           |

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|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|--|
| 8.                                            | Have country specific audited financial statements for at least the past 3 years and/or HACT certification?              |  |
| 9.                                            | Membership (if any) in any network, association or federation of NGOs. Should be specific to the sectors aforementioned. |  |
| Contacts Details (please give for two people) |                                                                                                                          |  |

### Required documents:

- A formal letter of request signed by the highest-ranking official of the organization
- A valid Certificate of registration (federal government of Somalia or/and Somaliland)
- Audited financial statements for at least the past 3 years
- Two reference letters by a current or previous donor
- A letter of support from your line government institution.
- CVs of key personnel with passport/National IDs.
- NGO profile
- Annual achievements report of 3 last years
- Two references letters by at least 02 UN agencies will be required.
- The applicant must provide EOI letter signed by duly authorized person (e.g. Executive committee) in organization's letterhead with full contact details.
- The applicant must be registered as a Non Profit, Social Organization/ NGO and shall be registered with local authority.
- The applicant should submit all registration documents including tax clearance certificate, Audit report, and renewal certificate up to 2024.
- The applicant must have bylaws that are in coherence with the activity requirement,
- The applicant should provide a document outlining their major projects and achievements,
- The applicant must have complied with all its tax obligations as per current fiscal year,
- The applicant must have valid federal and regional registration,
- The NGOs must provide us with CV of their executive committee and management team, in separate file other than 3 pages in the EOI.
- The applicant must have previous experience of donor involvement and on request has to provide references of good collaboration and conduct where possible,
- The partners should be willing to fully abide by policies of HA in regards to the workings related to the aforementioned project.

**How to apply:** Please carefully read the eligibility criteria and submit completed form and supporting documents using the email below to demonstrate the organization's capability. Human Appeal Somalia will conduct a screening process to verify all submitted documents after EOI submissions. Only the partner(s) who have been shortlisted will be notified via email.

Please send your application before 30<sup>th</sup>, May 2024 to: [SO-TOR-005.tender@humanappeal.org.uk](mailto:SO-TOR-005.tender@humanappeal.org.uk)

**N.B: Please note that Human Appeal does not charge any fee at any stage of the selection process and any form of canvassing in relation to this Expression of Interest (EOI) will result in automatic disqualification of the application.**