

INVITATION TO BID FOR CONSULTANCY

Save the Children International (SCI) Somalia program hereby invites interested consultants to bid for the consultancy assignment detailed below.

1	Title of Consultancy	TERMS OF REFERENCE: ENDLINE EVALUATION OF INTEGRATED EMERGENCY FOOD AND CHILD PROTECTION ASSISTANCE FOR NEWLY DISPLACED DROUGHT AND CONFLICT AFFECTED COMMUNITIES IN ABUDWAQ DISTRICT, SOMALIA.
2	SCI Contracting Office	Save the Children Somalia
3	Period of Consultancy	The Assignment will be 30 days including travels
4	Consultant type required	Individual or Firm.
5	Responsibility for Logistics arrangements and Costs	Save the children will pay the consultant fee in a lump sum and will not reimburse any incurred costs during the assignment. The consultant will cover their own Logistical arrangements and costs; including food, accommodation and local transport and all cost associated with data collection work and whole activities.
6	Taxation Provisions	Consultant shall be responsible for all Taxes arising from the consultancy in line with the local Tax regulations applicable at the SCI contracting office named above.
7	Travel requirements	The consultant will cover his travel costs (tickets) and arrange local travel to field sites and accommodations.
8	Security requirements	If the consultant is a foreigner, he/she will comply with the standard of Save the Children Security procedures, including the completion of SCI online security training prior to travel to Somalia.
9	Qualification and Experience	<p>The following are the minimum requirements for the Consultant/Firm to be considered for carrying out the assignment.</p> <ul style="list-style-type: none"> • Should have minimum bachelor's degree in social science or equivalent experience in food security and livelihood and Child protection - Protection of children from violence and/or related fields. • At least 5 years of experience in conducting similar work (experience in evaluating projects is mandatory). SC-Somalia is interested to verify related assignments conducted in the past 2 years. • The technical consultant should have full access to the areas to be assessed. And consultant firms should be registered in the Southern state regions of Somalia. • Fluency in English (both written and spoken). • The consultants should have report writing and data analysis skills. • Technical team who are visiting the field for purpose of data collection should be Somali natives and familiar with the context and fluent in the Somali language. • Considerable track record and proven experience in quantitative and qualitative methods.
10	Evaluation Criteria	<p>The consultant must meet the above-required qualifications and experience.</p> <ul style="list-style-type: none"> ✓ Technical proposal on how the assignment will be conducted including methodologies, data analyses, and interpretation, reports, and detailed work plan, including software to be used for analysis (30%) ✓ Prior experience in conducting qualitative studies in social science or development studies; specifically experience and skills in assessing food security and livelihood, basic needs assistance and Child protection. In addition, experience in gender equality mainstreaming, OECD DAC evaluation criteria. (20%). ✓ Detailed financial proposal with budget breakdown (20%). ✓ Update Company or Individual Profiles and Understanding of the TOR. (15%) ✓ Copies of the previous reports relevant to the subject matter (15%). <p>Overall rating out of 100%</p>

Note: For the technical analysis, a company must score **70%** and above to be considered in the financial analysis.

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I. Background Information

Save the Children (SC), in collaboration with local partner Somali Peace Line (SPL), is actively supporting the most vulnerable families affected by drought and conflict in eight Internally Displaced People (IDP) camps and host communities in Abudwak district. Our primary focus is on newly arrived IDPs. Through our program, these families received inclusive and gender-responsive Multipurpose Cash Assistance (MPCA) to address their immediate food and non-food needs. Additionally, we provided protection services specifically tailored for the most vulnerable children, including unaccompanied and separated children (UASC) and survivors of sexual and gender-based violence (SGBV).

In total, 960 households (HHs) have received unconditional cash transfers (UCT) of 110 USD over a length of four months. We utilize the Resourcing Families for Better Nutrition Common Approach (RF4BN CA), which combines cash transfers with complementary Socio-behavioral Change Communications (cash plus) to ensure that the cash assistance has the maximum impact on children's well-being.

Moreover, the project aims to enhance the economic resilience of the target families. We achieve this by supporting mothers and female caregivers in establishing Voluntary Saving and Loan Associations (VSLAs). Through this mechanism, we facilitate improved access to finance, provide training in basic business skills, and offer support for the development of their own businesses.

Save the children also prioritizes the provision of specialized child protection case management to vulnerable girls and boys. Additionally, offers psychosocial and positive parenting support to both children and parents/caregivers of MPCA beneficiaries and other individuals in project target communities.

Collaboration with Daryeel Disability Organization, Save the children its partner SPL, Persons with Disabilities (OPD) has been crucial in improving their capacity and relevance in identifying and documenting children and persons with disabilities in the community. Furthermore, we advocate for the participation of children and persons with disabilities in community committees, ensuring that the voices of children with disabilities are heard.

Overall, the project has reached 5,780 beneficiaries directly with cash assistance, including 1,920 girls, 1,920 boys, 970 women, and 970 men. Additionally, it also has directly engaged 5,956 beneficiaries through community-based child protection activities, comprising 2,150 girls, 2,170 boys, 916 women, and 720 men. It is also allocate 10% of the supported people to be children and adults with disabilities.

Project objective: Provide newly displaced drought and conflict affected vulnerable families with access to timely and inclusive cash assistance and community-based child protection services

The project has two Result areas:

Result 1: Vulnerable drought and conflict affected families are able to meet their immediate food and non-food needs and reduce vulnerabilities through provision of timely Multipurpose Cash Assistance and cash plus services

Result 2: Girls and boys including children with disabilities at risk of violence, neglect, exploitation and family separation, and their caregivers, have improved access to gender, disability and age-appropriate prevention and response CP services

2. GENERAL OBJECTIVE OF THE EVALUATION

The primary objective of this evaluation is to systematically review and analyze the performance of the project, with a specific focus on its achievements in relation to the predetermined objectives. The evaluation will also document intended and unintended outcomes as well as any challenges encountered during the project implementation and identify best practices that can be applied to future programming initiatives. The evaluation will be conducted in accordance with the OECD DAC criteria, which comprehensively evaluates the project's relevance, effectiveness, efficiency, sustainability, impact, coordination, as well as its consideration for gender sensitivity and disability inclusiveness.

2.1 SPECIFIC OBJECTIVES

- Conduct thoroughly review on project reports and data including cash plus case management baseline and PDM data. And conducting qualitative data collection (desk review, FGD and KII) to document lesson learnt on MPCA plus case management by looking relevance and effectiveness (qualitative).
- To evaluate the relevance, effectiveness, efficiency, impact, sustainability, and gender sensitivity and disability inclusiveness of the project.
- Collect qualitative data on the impact of this program including benefits of a cash plus approach with activities such as Cash Transfer, VSLA, IYCF messaging, and integration sectors including case management support (family tracing

and reunification (FTR), psychosocial support (PSS), referrals), Parenting without Violence (PwV), and Child Friendly Spaces activities, and collect case studies that demonstrate change in the lives of children.

- Recommend improvements for the longer-term resilience intervention strategy for the same or similar intervention areas and/or communities.

3. KEY QUESTIONS

The following key questions will be explored at a minimum during the evaluation:

A) RELEVANCE

1. To what extent did the intervention objectives consistent with the needs and priorities of the beneficiaries, including particularly vulnerable children?
2. Was the design of the project the most appropriate and relevant to the program approach and strategy?

B) EFFECTIVENESS

1. To what extent did the project attain its objectives and results described in the project proposal?
2. What good practices, success stories, lessons learnt, and replicable experiences or strategies have been identified in the project implementation which have proven to be effective for replication/scale-up?
3. Were the activities and results of the project consistent with the overall objective? And to what extent?

C) EFFICIENCY

1. Did the project use the financial and human resources as per the project document to deliver the intended results?
2. Were the interventions timely/were there any delays in the implementation of the project activities?
3. Were the resources (funds, technical support from SCI/SCF, use of Save the Children common approaches, partnerships and divided roles & responsibilities between SCI and partners) used well?

D) IMPACT

1. To what extent did the project have an impact on the targeted beneficiaries?
2. What are the key short-term and long-term changes produced by the project, positive or negative and what are the key factors behind these changes?
3. Document the impact of the project in the form of stories/case studies.

E) SUSTAINABILITY

1. To what extent target population, including children and persons and children with disabilities, were included in the design, implementation, monitoring and evaluation of the project?
2. To what extent will the project be replicated or scaled up at local or national levels?
3. Were exit strategy plans developed and implemented? If not, why? And if yes how successfully?

F) GENDER EQUALITY AND DISABILITY INCLUSIVENESS

1. To what extent has the project been gender-sensitive or transformative in design and implementation as per SCI Gender Equality Guidance?
2. What concrete measures were taken in the project to increase gender equality and reduce gender inequalities?
3. What concrete measure were taken in the project to increase disability inclusiveness and reduce.

G) INTEGRATION OF CASH TRANSFER AND CHILD PROTECTION PROGRAMMING

1. What have been the key benefits and drawbacks of combining cash support with cash-plus activities and combining cash transfers and child protection programming?
2. What has worked and what has not worked in key components of integrated cash transfer and child protection programming, such as in beneficiary targeting? Why have these approaches worked or not worked and how could they be improved to achieve better child protection outcomes for beneficiaries?

4. METHODOLOGY

The final evaluation will utilize qualitative data method approach. To begin, the consultant will conduct a thorough review of project documents including baseline report, Post Distribution Monitoring (PDMs), proactive calling records, quarterly and program interim reports, project final report, activity reports, cash plus case management monitoring reports, project routine data such as Indicator Performance Tracking Table (IPTT).

The consultant will carry out qualitative data collection through focus group discussions and KII. A participatory approach will be utilized to ensure a positive learning process.

Throughout the evaluation process, the consultant will work closely with the Save the Children technical team, seeking their advice and following their directions. As Save the Children is a child-sensitive organization, it is required will ensure the

consultation with girls and boys, utilizing child-friendly and gender-sensitive methodologies. Special attention will be given to ensuring the participation of individuals with disabilities, both adults and children. All participation will be voluntary, meaningful, safe, and inclusive.

5. CONSULTANT ROLE AND EXPECTING DELIVERABLES

The consultant is expected to perform through 3 phases –inception, data collection process, reporting and dissemination, training data collectors, document review, data collection, analysis/interpretation, report writing, and presentation to key stakeholders.

The evaluation will have the following key phases:

Phase I - Desk study: Review of documentation and elaboration of field Study

The lead consultant/evaluation team will review relevant documents (Reference material). Based on this review, they will produce an inception report which will include an elaborate plan of the evaluation that will include but not limited to study, methodology including (KII & FGD guides), and sampling strategy of the data collection plans etc. The evaluation will only proceed to the next stage upon approval of the inception report. An appropriate inception report format will be provided to the selected consultant.

REFERENCE MATERIALS

- Project narrative proposal and the logical framework
- Baseline Report
- Project monitoring and evaluation plan
- Monthly and Quarterly Reports
- Minutes from monthly meetings between SCF and project team and the project mid-term review meeting minutes
- PDMs
- Project MEAL reports
- Case management reports
- Training reports
- Project narrative reports

Phase II: Field Data Collection

This phase of the evaluation will seek to collect primary data on the key evaluation questions explained under the evaluation criteria. The consultant will use the agreed plan, methodology, tools, and sampling strategies from phase I to conduct the fieldwork.

Phase III – Data analysis and production of evaluation report

As a minimum, the evaluation process will include the following key steps:

- Review of relevant literature related to the project (list of reference materials provided below) and draft an inception report before the evaluation exercise in the field.
- Application of appropriate data collection tools for interviews and focus group discussions;
- Data analysis and Evaluation Report writing, and
- Presentation of key evaluation findings.
- to share transcripts, photos, GPS, and case studies.

6. REPORTING

The consultant will maintain daily contact with the SCI team assigned to manage the evaluation activities. The collected data will be analyzed on daily basis by the consultant and given feedback to the collection teams.

A final report with main text of maximum of maximum 40 pages excluding the cover page, table of contents, abbreviations, and annexes. The draft report should be delivered in a soft copy in English. References should be fully cited after all important facts and figures. The report should be structured as follows:

- ✓ Front page with the title of the report, project and SC CO name, date, and authors of the report
- ✓ Table of contents
- ✓ List of abbreviations used.

- ✓ Executive summary (3-4 pages) that presents the key points of the different sections.
- ✓ Brief background and description of project
- ✓ Objectives and the intended use of the evaluation
- ✓ Methodology and limitations of the evaluation
- ✓ Findings, including a table presenting the progress of the project objectives and results and their respective indicators against the baseline data.
- ✓ Conclusions & Recommendations
- ✓ Challenges, lessons learnt and suggested actions for the way forward with timelines and responsible.
- ✓ Annexes
- ✓ Tools used.
- ✓ Evaluation schedule
- ✓ List of people interviewed or consulted.
- ✓ Bibliography of the documents reviewed.
- ✓ Terms of Reference for the evaluation
- ✓ Summary table of indicators baseline vs progress of its achievements

6.1 TIME FRAME

The consultancy work will last approximately **30 days** including induction and travel days. The days will start by the date the contract is signed.

6.2 TERMS AND CONDITIONS

Consultancy fee: The consultant will come up with his/her own rate which will be subjected to negotiation within the bounds of donor requirements and set standards of SC in Somalia the consultant is expected to estimate all relevant costs for the exercise, including costs for data collectors, vehicle rent, venue, stationary, standardization test and accommodation while undertaking activities related to this assignment.

7. CODE OF CONDUCT

Save the Children's work is based on deeply held values and principles of child safeguarding, and it is essential that our commitment to children's rights and humanitarian principles is supported and demonstrated by all members of staff and other people working for and with Save the Children. Save the Children's Code of Conduct sets out the standards to which all staff members must adhere, and the consultant is bound to sign and abide by the Save the Children's Code of Conduct.

A contract will be signed by the consultant before the commencement of the action. The contract will detail terms and conditions of service, aspects of inputs, and deliverables. The Consultant will be expected to treat as private and confidential any information disclosed to her/him or with which she/he may come into contact during her/his service. The Consultant will not, therefore, disclose the same or any particulars thereof to any third party or publish it in any paper without the prior written consent of Save the Children. Any sensitive information (particularly concerning individual children) should be treated as confidential.

An agreement with a consultant will be rendered void if Save the Children discovers any corrupt activities have taken place either during the sourcing, preparation, and implementation of the consultancy agreement.

8. ETHICS AND CHILD SAFEGUARDING

The consultant is obliged to conduct the research in an ethical manner making sure children are safe at all times. The consultant should seek the views of various stakeholders, including children. Efforts should be made to make the research process child-centered and sensitive to gender and inclusion. The consultant must respect the rights and dignity of participants as well as comply with relevant ethical standards and SC's Child Safeguarding Policy and Code of Conduct. The research must ensure voluntary, safe, and non-discriminatory participation and a process of free and un-coerced consent. Informed consent of each person (including children) participating in data collection should be documented.

A contract will be signed by the consultant before the commencement of the action. The contract will detail terms and conditions of service, aspects of inputs, and deliverables.

Property right:

All data that will be collected should be considered as SCI properties and can't be used for other purposes.

Application Procedure and Requirement

Candidates interested in the position are expected to provide the following documentation:

- ✓ A technical proposal with a detailed response to the TOR, with a specific focus on the scope of work, methodology, and timelines, and how the participation of children and persons and children with disabilities in the evaluation will be ensured.
- ✓ Initial work plan and an indication of availability.
- ✓ A financial proposal detailing the daily rate expected including accommodation, transportation, stationery, data collectors, research assistance, and all other cost related to this assignment. (Operational and consultancy fees).
- ✓ Company profile or CV including a minimum of 3 references.
- ✓ At least two previously conducted similar studies.

I. Contract Management and reporting arrangements

SCI will contract a potential consultant or Firm with special needs background to conduct the End line Evaluation of SOM_SCF_MFA_HUM_2023

Supplier Sustainability Policy and the included mandatory policies: [Click Here to Access](#)

HOW TO APPLY:

Applications can be submitted by either:

Electronic Submission via ProSave (Recommended)

- Submit your response in accordance with the guidance provided in the below document:



Bidding on a
Sourcing Event.pptx

- Bidders are encouraged to apply via Ariba system. Please request the Ariba link via email sending your company profile and Business registration certificate/CV. Please address your request to apply via ProSave to css.logistics@savethechildren.org

Electronic Submission via Protected Email box (Optional)

- Email should be addressed to southcentral.supplychain@savethechildren.org
- Note – this is a sealed tender box which will not be opened until the tender has closed. Therefore, do not send tender related questions to this email address as they will not be answered.
- The subject of the email should be “PR427531 End line Evaluation of SOM_SCF_MFA_HUM_2023– ‘Bidder Name’, ‘Date’”.
- All attached documents should be clearly labelled so it is clear to understand what each file relates to.
- Emails should not exceed 15mb – if the file sizes are large, please split the submission into two emails.
- Do not copy other SCI email addresses into the email when you submit it as this will invalidate your bid.

Your bid must be received, no later than 26th February 2024

Bids must remain valid and open for consideration for a period of no less than 60 days