

INVITATION TO BID FOR CONSULTANCY

1.	Title of Consultancy	TOR FOR ASSESSING CHALLENGES OF BUILDING EQUITABLE PARTNERSHIPS AND DEVELOPING A CLEAR GUIDELINE FOR BUILDING STRATEGIC AND EQUITABLE PARTNERSHIPS.
2.	SCI Contracting Office	Save the Children Somalia Country Office
3.	Period of Consultancy	The assignment will be 40 days inclusive of travel.
4.	Consultant type required	Firm/Individual
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/her travel costs (tickets) and arrange local travel to field sites.
8.	Security requirements	Consultant will comply with 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 minimum requirements for the Consultant/Firm to be considered for carrying out the assignment.</p> <ul style="list-style-type: none"> • Minimum bachelor’s degree in social science or equivalent experience in capacity building, humanitarian work, or related fields. • At least 5 years of experience in developing frameworks, strategies, or guidelines specifically related to equitable partnerships or capacity graduation. • Proven experience in employing participatory approaches, particularly in humanitarian contexts, to effectively engage stakeholders and gather input. • The consultant must have full access to the locations relevant to the assignment to facilitate data collection and engagement with local partners. • Fluency in English (both written and spoken) is essential for effective communication, report writing, and stakeholder engagement. • The consultants should have report writing and data analysis skills. • A solid understanding of the localization agenda and its various dimensions, particularly as articulated in the Grand Bargain, to ensure alignment with current humanitarian practices and trends.

10.	Review Criteria	<p>The consultant must meet the above-required qualifications and experience.</p> <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 understanding of the purpose, methodologies, data coding, analysis, reports, and detailed work plan. • Mandating the submission of a minimum of three contracts from discrete institutional entities in conducting similar assignment and evidence of experience in the Somalia context is desirable. • Official Bank Statement traceability contract payments • Sustainability Policy Alignment of the proposed policy with Save the Children International (SCI) standards. • Detailed financial proposal with budget breakdown. <p>Overall rating out of 100 %</p>
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11.	<p>Background</p> <p>Save the Children International (SCI) is a non-governmental organization whose mission is to inspire breakthroughs in the way the world treats children and to achieve immediate and lasting change in children’s lives worldwide. SCI has been operational in Somalia since 1951. The project aims to strengthen the capacity of local and national actors by enhancing their institutional capabilities, leadership roles in child protection (CP) coordination mechanisms, and access to funding. Aligned with Save the Children Somalia's current commitment to the localization agenda, outlined in the 2022-2024 Country Strategic Plan (CSP) and the upcoming 2025-2027 CSP, this initiative focuses on empowering Local and National Actors (L/NAs) through direct resources and comprehensive capacity-building support. The project will engage 15 civil society organizations, including women-led groups, youth organizations, and disabled people's organizations (DPOs). The emphasis will be on their leadership and active participation in child protection clusters and child rights coalitions aiming to increase their influence in national decision-making processes.</p> <p>The initiative focuses on assessing the challenges of building equitable partnerships and developing a clear guideline for establishing strategic and equitable partnerships. This process will involve a thorough analysis of existing partnership dynamics, identifying barriers that hinder collaboration between local and international organizations. By understanding these challenges, we can create actionable strategies that promote inclusivity and mutual benefit. The development of clear guidelines will provide frameworks for effective engagement, ensuring that all partners have a shared understanding of roles, responsibilities, and expectations. This will enhance trust and transparency, ultimately leading to stronger, more sustainable partnerships. By fostering equitable partnerships, we aim to support the capacity-building efforts of national civil society organizations (CSOs), enabling them to participate meaningfully in decision-making processes and access direct funding. This initiative is critical for strengthening child protection systems and ensuring that vulnerable children and communities receive the support they need.</p> <p>Save the Children seeks qualified and competent consultants to assess the challenges in building these partnerships and to develop a framework that will guide the establishment of effective, equitable collaborations. This targeted approach is essential for enhancing the impact of partnerships and achieving shared goals in child protection and community empowerment.</p> <p>Overall Objectives:</p> <p>The primary objective of this consultancy is to assess the challenges of building equitable partnerships and develop clear guidelines for establishing strategic and equitable collaborations. This process will involve a comprehensive analysis of existing partnership dynamics, identifying barriers that hinder</p>
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collaboration between local and international organizations, such as national civil society organizations (CSOs), international non-governmental organizations (INGOs), and local consortiums. By understanding these challenges, we can create actionable strategies that promote inclusivity and mutual benefit. The guidelines will provide frameworks for effective engagement, ensuring all partners have a shared understanding of roles, responsibilities, and expectations, thereby enhancing trust and transparency. By fostering equitable partnerships, we aim to support national civil society organizations (CSOs) in participating meaningfully in decision-making processes and accessing direct funding,

Specific Objectives

- Conduct a thorough assessment of existing partnership dynamics between local and international organizations to identify strengths, weaknesses, and areas for improvement.
- Identify specific barriers that hinder effective collaboration between national civil society organizations (CSOs), international non-governmental organizations (INGOs), and local consortiums.
- Create actionable strategies that promote inclusivity, mutual benefit, and equitable engagement among all partners involved in child protection and community support.
- Develop comprehensive guidelines that outline roles, responsibilities, and expectations for all partners, enhancing trust and transparency in the partnership process.
- Propose mechanisms for capacity building that enable CSOs to participate meaningfully in decision-making processes and access direct funding opportunities.
- Establish a framework for monitoring and evaluating the effectiveness of the partnerships and the implementation of the guidelines over time.

Project/Activity Location:

The proposed activity will target CSOs, SCRC, localization working group members, SNC, who are based in south central Somalia.

Methodology:

The prospective consultancy firm/individual (s) are advised to propose a robust methodology to fully address the objectives and purpose of the assignment. While indicative, the methodology should be detailed with explicit narrations of how they intend to carry out the assignment. They should provide a detailed activity and work plan as well as a budget and timeline for the whole assignment. The methodology should clearly speak to all the different tasks of the assignment separately and how they converge to strengthen the capacity of the partners to carry out their mandate. The methodology should show the proposed approaches to yield the desired results. The consultant firms /individual s should also justify their proposed methodology and explain why he/she/they prefer it. The consultant firm/individual (s) will work with the advice and directions of the Save the Children technical team.

Activities	Timeframe(days)
Develop Inception Report outlining the approach for assessing challenges in building equitable partnerships. The report should include: <ul style="list-style-type: none"> ▪ A detailed methodology for the assessment and guideline development and the proposed team members and their respective roles. ▪ A complete work plan for the entire assignment period. ▪ A proposal for the final report layout. ▪ A complete work plan for the entire assignment period ▪ A proposal for the final report layout 	5

Develop a framework for collecting data relevant to the assessment of challenges in building equitable partnerships, including: Review of existing literature related to equitable partnerships, Creation of tools for assessing partnership effectiveness and identify and analyze local partners, stakeholders, and existing partnership models to understand current dynamics.	10	
Develop a comprehensive guideline for building strategic and equitable partnerships, gathering input from local partners to ensure their needs are addressed.	10	
Create a draft of the guidelines for building equitable partnerships based on findings and stakeholder feedback.	5	
Develop a comprehensive final report on the assessment and guidelines for equitable partnerships, including actionable recommendations.	10	
Total of working days	40	

Expected Deliverables

- Inception Report: An initial report outlining the approach, methodology, team roles, and work plan for assessing challenges and developing guidelines for equitable partnerships.
- Data Collection Framework: A structured framework for collecting data relevant to the assessment of partnership dynamics, including tools for evaluating current collaboration efforts.
- Draft Guidelines: A comprehensive draft of guidelines for establishing equitable partnerships, including supporting documents or tools.
- Final Guidelines Document: The finalized version of the guidelines, including any annexes or templates, along with a concise summary document.
- Monitoring and Evaluation Framework: A report detailing the framework for monitoring and evaluating the effectiveness of partnerships and the implementation of the guidelines.
- Final Report: A comprehensive final report consolidating all findings, strategies, and recommendations from the assignment.
- Presentation: A presentation to Save the Children and other relevant stakeholders to introduce and explain the guidelines and findings.

Reporting

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

Time Frame

The consultancy work will last approximately 40 days including induction and travel days. The days will start by the date the contract is signed.

Terms and Conditions

Consultancy fee: The consultant will come up with his/her own rate which will be subject 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.

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 firm/individual (s) 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 firm/individual (s) 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.

Ethics And Child Safeguarding

The consultant firm/individual (s) is obliged to conduct the research in an ethical manner, making sure children are always safe. The consultant firm/individual (s) 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 firm/individual (s) 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. The 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 other purposes.

Application Procedure and Requirement Candidates (firms/individuals) interested in this assignment 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.
- 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.

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 document below:



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 “**PR “Terms of Reference (TOR) for Assessing Challenges of Building Equitable Partnerships and Developing Guidelines for Strategic Partnerships.** as the subject”
- ‘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 **08th October 2025**.

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

All proposals should be submitted as per the above procedure