

INVITATION TO BID FOR CONSULTANCY

1.	Title of Consultancy	TOR FOR SUPPORTING INSTITUTIONAL AND TECHNICAL CAPACITY STRENGTHENING FOR 15 L/NAS IDENTIFIED FROM THE SOMALI CHILD RIGHT COALITION.
2.	SCI Contracting Office	Save the Children Somalia Country Office
3.	Period of Consultancy	The assignment will be 45 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 capacity strengthening initiatives specifically for local civil society organizations (CSOs), particularly in humanitarian contexts. • Proven experience in employing participatory approaches to effectively engage stakeholders and incorporate their perspectives into capacity-building efforts. • The technical consultant should have full access to the assignment locations. • Fluency in English (both written and spoken). • The consultants should have report writing and data analysis skills. • The consultant must have a strong understanding of the localization agenda and its various dimensions as per the grand bargain

10.	Review 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 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>
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>Save the Children seeks qualified and competent consultants to support an initiative aimed at enhancing institutional and technical capacity for 15 Local and National Actors (L/NAs) identified from the Somali Child Rights Coalition (SCRC). This initiative will focus on tailored capacity strengthening based on assessment findings and locally prioritized needs. Each organization will receive customized support in key areas such as coordination, advocacy, safeguarding, fundraising, program planning, accountability, risk management, gender issues, leadership pathways, and influencing skills.</p> <p>To facilitate this process, each L/NA will develop an action plan with milestone indicators to track progress effectively. Regular review meetings will be conducted to assess achievements and identify gaps, with the project manager responsible for monitoring the implementation of these action plans. By addressing these specific capacity needs, the initiative aims to foster meaningful participation and local ownership while strengthening child protection systems across the country. Ultimately, this approach will contribute to a more inclusive and effective response that directly benefits vulnerable children and communities.</p> <p>Overall Objectives:</p> <p>The primary objective of this consultancy is to support the initiative aimed at enhancing institutional and technical capacity for 15 Local and National Actors (L/NAs) identified from the Somali Child Rights Coalition (SCRC). This initiative will focus on tailored capacity strengthening based on assessment findings and locally prioritized needs, ensuring that each organization receives customized support in key areas such as coordination, advocacy, safeguarding, fundraising, program planning, accountability, risk management, gender issues, leadership pathways, and influencing skills.</p>	

Through the development of individualized action plans with milestone indicators, the initiative will facilitate effective tracking of progress and foster meaningful participation and local ownership. Regular review meetings will be conducted to assess achievements and identify gaps, with the project manager overseeing the implementation of these action plans. By addressing specific capacity needs, the initiative aims to strengthen child protection systems across the country and contribute to a more inclusive and effective response that directly benefits vulnerable children and communities,

Specific Objectives

- Conduct a thorough assessment of the institutional and technical capacity needs of the 15 Local and National Actors (L/NAs) identified from the Somali Child Rights Coalition (SCRC) to inform customized capacity-strengthening interventions.
- Provide targeted support to each L/NA in key areas such as coordination, advocacy, safeguarding, fundraising, program planning, accountability, risk management, gender issues, leadership pathways, and influencing skills.
- Facilitate the creation of individualized action plans for each L/NA, incorporating milestone indicators to track progress and ensure accountability in capacity-building efforts.
- Implement a system for regular review meetings to assess the progress of each action plan, identify gaps, and adjust strategies as necessary to enhance effectiveness.
- Enhance the capacity of local partners to effectively contribute to child protection systems, ensuring that vulnerable children and communities receive comprehensive support.
- Compile best practices and lessons learned from the capacity-strengthening process and disseminate findings through the SCRC, to promote collective learning and improvement across the sector.

Project/Activity Location:

The proposed activity will target CSOs, who are members of SCRC and 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 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 for supporting institutional and technical capacity strengthening for 15 I/NAS identified from the Somali child right coalition. The consultant firm/individual (s) is expected to produce an inception report detailing the following. <ul style="list-style-type: none"> ▪ A detailed methodology for the guideline and Strategy to be used. ▪ The proposed team members and a description of their respective roles ▪ A complete work plan for the entire assignment period ▪ A proposal for the final report layout 	5

Design data collection, on the supporting institutional and technical capacity strengthening for 15 I/NAS identified from the Somali child right coalition. Conduct a thorough assessment of the institutional and technical capacity needs of the 15 Local and National Actors (L/NAs) identified from the Somali Child Rights Coalition (SCRC) to inform customized capacity-strengthening interventions. Create tools for assessing capacity building and effectiveness of current efforts.	10	
Provide targeted support to each L/NA in key areas such as coordination, advocacy, safeguarding, fundraising, program planning, accountability, risk management, gender issues, leadership pathways, and influencing skills.	3	
Facilitate the creation of individualized action plans for each L/NA, incorporating milestone indicators to track progress and ensure accountability in capacity-building efforts and	10	
Develop final report with recommendation, conclusions on supporting institutional and technical capacity strengthening for 15 I/NAS identified from the Somali child right coalition.	12	
Prepare final report with recommendations.	5	
Total of working days	45	

Expected Deliverables

- Inception Report: An initial report outlining the approach, methodology, team roles, and work plan for developing guidelines for supporting institutional and technical capacity strengthening for the 15 L/NAs identified from the Somali Child Rights Coalition.
- Data Collection Framework: A structured framework for collecting data relevant to capacity strengthening, including tools for assessing current efforts and effectiveness.
- Capacity Needs Assessment Report: A thorough assessment report identifying the institutional and technical capacity needs of the 15 L/NAs, summarizing key findings and insights to inform customized interventions.
- Targeted Support Documentation: Documentation detailing the targeted support provided to each L/NA in key areas such as coordination, advocacy, safeguarding, and other relevant fields.
- Individualized Action Plans: Customized action plans for each L/NA, incorporating milestone indicators to track progress and ensure accountability in capacity-building efforts.
- Final Report: A comprehensive report summarizing the capacity strengthening process, including conclusions and actionable recommendations based on findings and stakeholder feedback.
- Recommendations Report: A report detailing specific actionable recommendations aimed at enhancing capacity-sharing efforts for the 15 L/NAs identified from the Somali Child Rights Coalition.

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 45 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 “Tor for Supporting Institutional and Technical Capacity Strengthening For 15 L/Nas Identified from The Somali Child Right Coalition.** 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 **11th 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