

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	Third Part Monitoring (TPM) for SOM BHA 2024-25 Integrated Response in 3 Areas
2	SCI Contracting Office	Save the Children Somalia Office
3	Period of Consultancy	The Assignment will be 40 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 accommodation.
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, public health, and food security and nutrition or equivalent experience in child survival (health including child health, mother infant child nutrition (MICYN), Nutrition, and Wash) and Child protection - Strengthening child protection systems and/or related fields. Having at least BSC in Statistics will be added value. – Knowledge & experience in humanitarian and working in remote areas. – 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 including villages/camps mentioned in section 1.3 in Yeed, Rabdhure/ Burhakaba, Dinsor, & Qoryoley districts under the Bakool, Bay and lower Shabelle Regions respectively in the Southern state regions of Somalia. – Fluency in English (both written and spoken). – The consultants should have report writing and data analysis skills.

		<ul style="list-style-type: none"> - Technical team who are visiting the field for the purpose of data collection should be Somali natives and familiar with the context and fluent in the Somali language (both dialectal of May and Maxaa Tiri). - 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 third part monitoring on integrated projects (health and nutrition relating experience is requirement (30%) - Detailed and reasonable financial proposal with budget breakdown. (10%). - Update Company & Individual Profiles and in line with above mention requirements. (10%) - Copies of the sample of previous relevant reports relevant. (20%) <p>Overall rating out of 100%</p> <p>Note: For the technical analysis, a company must score 80% and above to be considered in the financial analysis.</p>
<p>I. BACKGROUND</p> <p>I.1. BHA Integrated project</p> <p>The humanitarian situation in Somalia remains extremely concerning. Despite narrowly avoiding famine in late 2022 and early 2023, nearly 4 million people face food insecurity and need humanitarian assistance. Decades-long conflict, ongoing military operations, and persistent climatic shocks displace thousands monthly. In 2023, excessive rains, flash floods, and riverine floods driven by El Niño and a positive Indian Ocean Dipole exacerbated conditions, causing loss of life, property destruction, service disruptions, displacements, and increased cholera and water-borne diseases. The Humanitarian Needs and Response Plan estimates 6.9 million people will need aid in 2024. About 4 million people are internally displaced due to climate change, conflict, and insecurity, with over 80% being women and children facing significant protection risks. Limited access to services like shelters and food heightens their vulnerability to gender-based violence. Only 15% of pregnant women give birth in health centers, and another 15% experience complications, with a 2% stillbirth rate. Only 8% of newly displaced individuals have adequate shelters, and over 170,000 were forcibly evicted between January and October 2023.</p> <p>The FSNAU Post Gu' SMART surveys in June-July 2023 showed a decline in the Global Acute Malnutrition (GAM) rate from 15.4% to 12.8%. However, some IDP areas, including Mogadishu, Beletweyne, Galkacyo, Dolow, and Kismayo, remain in critical condition. About 10% of nutrition sites in flood-prone areas like Beletweyne and Bulo Burte were affected by El Niño flooding, leading to increased malnutrition. Additional funding is needed for integrated WASH, nutrition, and health responses to prevent famine, increased morbidity, and high mortality. Erratic rainfall and poor embankment maintenance worsen the crisis, following a multi-season drought.</p>		

To address these challenges, Save the Children (SC) and our partner GREDO propose a 12-month humanitarian project to provide integrated life-saving interventions to the most affected communities. SC has launched the new phase of the BHA intervention, Sustainable Opportunities for More Accessible Livelihoods and Integrated Assistance (SOMALIA) Phase IV. This integrated project encompasses Health, Nutrition, Food Security and Livelihood, and Water, Sanitation, and Hygiene (WASH) sectors. The project aligns with BHA's mission to save lives, alleviate human suffering, and reduce disaster impacts by helping people in need become more self-resilient. Specifically, the project will support BHA's efforts to alleviate hunger and combat malnutrition, particularly among children and mothers in crisis-affected communities. SC will focus on vulnerable and underserved populations, including women, children, older people, and persons with disabilities.

According to the Theory of Change (ToC), if the displaced and critically underserved population, including those affected by climatic crises and conflict (such as newly liberated areas), have access to sufficient and high-quality food, health services, malnutrition prevention and treatment, protection, and adequate WASH services, their suffering will be alleviated, human dignity will be restored, negative coping mechanisms will be reduced, and children's well-being will improve.

The overall goal of the project is to provide life-saving assistance to the most vulnerable children and families, reducing hunger, acute malnutrition, disease outbreaks, and exposure to protection risks. This will be achieved by increasing access to integrated, disability-inclusive, and gender-sensitive food assistance, health, nutrition, WASH, and protection services.

1.2. PROJECT LOCATIONS

Save the Children continued support of the 12 health and nutrition facilities across different regions including Bay, Bakool and lower Shabelle through local partners called GREDO as shown below:

Region	District	Village/Camp	Sector	Supported Structures	GPS Coordinates
Bakool	Yeed	Korkamari IDP	CP	CWC and Alternative/foster care families	
	Rabdhure/Yeed	Balicate	H/N	H/N Facility	
		Yeed	H/N	H/N Facility	
Bay					
	Burhakaba	Burey Derow	H/N	H/N Facility	
	Burhakaba	Darasalam	H/N	H/N Facility	
	Burhakaba	Waberi	H/N	H/N Facility	
	Dinsor	Camp Eyle	CP	CWC and Alternative/foster care families	
	Dinsor	Jameco	H/N	H/N Facility	
	Dinsor	Oktober	H/N	H/N Facility	
	Dinsor	Ramadhawi IDP	CP	CWC and Alternative/foster care families	
	Dinsor	Tunida	FSL	Cash Transfer	
	Dinsor	Warabow IDP	CP	CWC and Alternative/foster care families	
Lower Shabelle					

	Qoryoleey	Wadajir Village	CP	CWC and Alternative/foster care families	
		Dagay dheere/bulo sidow village	CP	CWC and Alternative/foster care families	
		Dagayberre	H/N	H/N Facility	
		Wadajir	H/N	H/N Facility	
		Xalane village	CP	CWC and Alternative/foster care families	
Hiran	Mataban	Mataban	H/N	H/N Facility	
	Beletweyne	El Jale	H/N	H/N Facility	
		Jawil	H/N	H/N Facility	
	Beletweyne	Burqaniinyo Buulohubeey Doolagaal Laabka	H/N	ICCM	
	Mataban	Bacdahoose Cali Goomeey Ceel Dhiinle Dhugeeyle	H/N	ICCM	

2. GENERAL OBJECTIVE

The purpose of the Third-Party Monitoring (TPM) is to assess the adherence to standard operational procedures and expected quality of project activities and services across multiple sectors (Health, Nutrition, WASH, CP, and unconditional cash transfer (UCT) for food assistance (FA)) in hard to reach (H2R) locations that not accessible for physical visits by Save the Children.

2.1. Specific Objectives

- a. Assess overall functionality and staff attendance/ punctuality of the project-supported health and nutrition facilities.
- b. To assess health and nutrition facilities using predetermined quality benchmarks (QBM) monitoring checklist.
- c. Conducting client satisfaction survey with health and nutrition beneficiaries visit project facilities in the target locations.
- d. Assess WASH and CP activities against quality benchmark monitoring checklists.
- e. Assess data consistency by cross checking beneficiary registers with other reporting templates. This will be retrospective process looking reports submitted by the partner since the project kick off.
- f. Verifying target process of the multipurpose cash assistance beneficiaries against standard operation procedure of Cash transfer.
- g. Assess how the supply chain has been done from the Save the Children store to the end user (beneficiary).

- h. Check the supply controlling mechanism of the supplies at facility and beneficiary level and identify any aid diversion including pilferage and extortion incidents and risk.
- i. Write up comprehensive TPM report clearly outlining current implantation status.
- j. Propose actionable recommendations for improvement of current and future projects.

3. SCOPE OF WORK

The third-party monitoring will specifically provide feedback on the following areas of implementation:

I. Beneficiary selection and identification:

- ✓ Hold interviews with beneficiaries, non-beneficiaries and other stakeholders to document the beneficiary selection and identification process, specifically community participation, including both women and men, marginalized groups, and persons and children with disabilities (women, men, girls, boys) disaggregating data by sex and by persons/children with disabilities in the selection and verification of beneficiaries.
- ✓ Document the process of identifying and selecting beneficiaries and committees and the role of the committee members (disaggregating data by sex and by persons with disabilities) and SCl and Partner staff in the selection and verification of project beneficiaries.
- ✓ Assess the appropriateness of the targeting criteria, the extent to which it was followed, and the overall fairness of the process and check how the triage system is followed - that means most severe or illness cases are first-served or supported or admitted in the programme rather than keeping all beneficiaries on the que.
- ✓ Identify if there were any shortcomings in the process, e.g., payment or diversion of assistance. Diversion of cash through voluntary or involuntary taxation or forced contribution should be properly scrutinized and reported.
- ✓ Determine how the targeted communities, i.e., boys, girls, women, men, marginalized groups, and persons with disabilities have benefited from the unconditional cash transfers, health, nutrition, and WASH interventions in their respective communities (focus on beneficiary selection and if it has been inclusive and transparent).
- ✓ Determine and assess whether our programmes are integrated or standalone ones and cross-check if there is linkage between different thematic areas that the BHA is supporting.

II. Mobile cash transfer system:

- ✓ Diagnose the process of selection the camp/community Relief Committee (CRC), the community structure who managed the process of the beneficiary selection. In addition, how are they performing on managing their mandate.
- ✓ Determine how targeted project beneficiaries have benefited from the mobile cash transfer system in which they've received their unconditional cash transfer.
- ✓ Gather general feedback from project beneficiaries about the advantages and disadvantages of using a mobile cash transfer delivery system.

III. Information sharing:

- ✓ Assess the extent in which the beneficiaries, including girls and boys, women, men, persons with disabilities, children with disabilities, and other marginalized groups, are informed and aware of key project information, such as project objectives, activities, timelines, entitlement, number of cash payments, child protection response services, expected results and targeted beneficiaries and criteria for selecting beneficiaries.
- ✓ Establish whether beneficiaries, including girls and boys and persons and children with disabilities, have been informed and are aware about opportunities/activities in which they can participate.

- ✓ Establish whether there is information that beneficiaries, including girls and boys and persons and children with disabilities, would like to receive about the project and its implementation but which has not been shared.

IV. Accountability (Feedback and response mechanisms & participation)

- ✓ Establish beneficiaries, including girls and boys and persons and children with disabilities, awareness of mechanisms through which they can give feedback or make complaints to SCI (how to give feedback or raise concerns about activities, what they can complain about, who they can complain to, how and where they can complain, and issues of confidentiality).
- ✓ Assess the acceptance and level of confidence that beneficiaries have in the existing SCI feedback and response mechanisms.
- ✓ Generate ideas for improving the existing feedback-handling mechanism.
- ✓ Assess how SCI and Partner have succeeded in responding to the feedback and complaints received.
- ✓ Analyse the data for the GREDO's BHA accountability database and provide the summary of the findings. The consultant should also set with the GREDO MEAL team on the way they manage the beneficiary compliant feedback and the lead time the issues are solved.
- ✓ Generate information about how beneficiaries, including girls and boys and persons and children with disabilities, would like to / are participating in the project implementation.
- ✓ Collect feedback on how parents/caregivers have been selected to be part of the cash transfer, protection including referral, IYCF, and Health/nutrition facilities, i.e. if the selection was inclusive and transparent., satisfaction on cash beneficiary selection and identification process.

V. Quality of program:

- ✓ Assess the quality of the activities/services meeting desirable standards including beneficiaries' opinions with a focus on children on the quality of the delivery service.
- ✓ Assess the quality of health facilities including Outpatient consultation, ANC/PNC services, Labor room & Safe delivery procedures, Laboratory, Referral procedures, EPI services SGBV Consultation, and pharmacy in line with minimum SCI quality standards.
- ✓ Assess the quality of nutrition services including Community Mobilization and Sensitization (# of CNV and Community Mobiliser) working each site, OTP and TSFP activities, Physical examination and treatment, Health Education, IYCF (Individual and group counseling), distribution of Plumpy Sup, plumpy nuts and (CSB) for PLW
- ✓ Assess Supply availability of the facilities and shocks, in case there are missing items, please include the reports including the duration of the depletion.

VI. Project results in regard to integration:

- ✓ Identify and document evidence of project integration between cash programming, child survival program, and child protection.

4. METHODOLOGY

#	METHOD	DESCRIPTION
1.	Document Review	<ul style="list-style-type: none"> – The consultant will systematically review existing documents, reports, beneficiary registers, and findings, and incorporate and triangulate this information with primary data. – The consultant will review the existing GREDO's BHA database for beneficiaries' feedback and provide a summary of the findings with the complaint management procedure of the GREDO's MEAL and program team.
2.	SC quality benchmark	<ul style="list-style-type: none"> – The consultant will employ SC Minimum Quality benchmark for the monitoring of the facilities and target intervention sites to ensure that the delivery was done as per the SC quality framework. – The tools will be provided by SC MEAL team
3.	Questionnaire	<ul style="list-style-type: none"> – Two different survey tools will be adopted to collect quantitative data from a sample of the direct beneficiaries: Survey tools for cash beneficiaries; & Client satisfaction survey tool for health and nutrition beneficiaries
4.	Focus Group Discussion (FGD)	<ul style="list-style-type: none"> – The consultant will conduct FGDs for beneficiaries and community committees regarding proper aid utilization, and on pilferage of the nutrition commodities such as <i>Plumpy'Doz</i>, <i>Plumpy'Nut</i>, <i>Plumpy'Sup</i>, <i>High Energy Biscuits (HEB)</i>, and <i>Corn Soy Blend (CSB++)</i> - incorporate the findings into the what is found in the market spot check. – The consultant is expected to develop guidelines for FGDs with beneficiaries, which will be shared with Save the Children for review and endorsement. – The consultant will use child-friendly and gender-sensitive methodologies to ensure the participation of boys, girls, women, and persons with disabilities in FGDs.
5.	Key Informant Interview (KII):	<ul style="list-style-type: none"> – The consultant will conduct KIIs with Save the Children and partner staff, government officials, facility in-charges, community/camp leaders, and community leaders. – The consultant will develop guidelines for KIIs, which will be shared with Save the Children for review and endorsement. – The consultant will conduct KIIs to document concerns and inputs on how nutrition commodities are consumed and managed.
6.	Market spot/monitoring	<ul style="list-style-type: none"> – The consultant will visit the market, observe any nutrition commodities available, and take photos. Additionally, they will have quick conversations with vendors about sources of these commodities, price per item, available stock, and other vendors selling similar commodities.

7.	Crosscuts elements	– <u>The primary data and data analysis process will be disaggregated by gender, age, and disability by using Washington Group of Questions (WGOs). Draft findings will be presented to the project team and key partners to validate.</u>
8.	Photos:	– The consultant will observe the visibility status of the facilities and potential information centers of the target communities, collect action photos, and then attach them to the narrate findings.

5. CONSULTANT ROLE AND EXPECTED DELIVERABLES.

The consultant is expected to perform through 3 phases –inception, data collection process, reporting, and dissemination. Some key activities during these phases include an adaptation of some pre-developed tools and the development of some extra research tools, 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 from section below (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, 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

1. Project narrative proposal and milestone targets
2. Project MEAL plan
3. Monthly and Quarterly Reports
4. Project MEAL reports (IPTT)
5. Project narrative reports
6. Project Baseline report.
7. SCI quality benchmark tools for the respective sectors.

Phase II: Field Data Collection: This phase of the evaluation will seek to collect primary data on the key questions explained under the scope of work 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: The team will draw out key issues in relation to evaluation questions and produce a comprehensive report.

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

- a) 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.
- b) Application of appropriate data collection tools (e.g. questionnaire, checklist, etc.) for interviews and focus group discussion
- c) Data analysis and TPM Report writing, and
- d) Presentation of key evaluation findings
- e) Dataset (in both original and analysed versions), photos, GPS and case studies.

6. 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. A final report with main text of a maximum of 60 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:

- 1) Front page with the title of the report, project and SC CO name, date, and authors of the report
- 2) Table of contents
- 3) List of abbreviations used.
- 4) Executive summary (1.5-3 pages) that presents the key points of the different sections.
- 5) Brief background and description of the project
- 6) Objectives and the intended use of the evaluation
- 7) Methodology and limitations of the evaluation
- 8) Findings, including a table presenting the progress of the project objectives and results and their respective indicators against the baseline data.
- 9) Conclusions & Recommendations
- 10) Challenges, lessons learned, and suggested actions for the way forward with timelines and responsibility.
- 11) Annexes
 - a) Tools used - all
 - b) Datasets – both raw and cleaned version
 - c) Survey schedule
 - d) List of people interviewed or consulted.
 - e) Bibliography of the documents reviewed.
 - f) Terms of Reference for the evaluation
 - g) Photos

Provide a complete set of raw and cleaned data, including complete codebooks for quantitative files generated and analyzed for the report. For the qualitative data, this includes the audio recording files, original transcripts, and translated transcripts of the full verbatim. Note that summary transcriptions or translations will not be acceptable.

7. 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.

8. 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.

9. 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.

10. ETHICS AND CHILD SAFEGUARDING

The consultant is obliged to conduct the research in an ethical manner making sure children are always safe. 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.

Intellectual property rights:

All data that will be collected should be considered as SCI properties and can't be used for other purposes. All products developed under this consultancy belong to the project exclusively, guided by the rules of the grant contract between BHA and Save the Children. Under no circumstances will the consultant use the information of this survey for publication or dissemination without official prior permission (in writing) from Save the Children.

11. 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 (if firm), CVs of the technical lead (in both scenarios) including a minimum of 3 professional references.
- At least two previously conducted similar studies.

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 **“4565xx- Third Part Monitoring (TPM)
for SOM BHA 2024-25 Integrated Response in 3 Areas.**

- – ‘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 21st August 2024

– Application Submission address:_indicating “” as the subject.

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