



**TENDER FOR CONSULTANCY SERVICE TO CONDUCT THE BASELINE EVALUATION FOR THE JOINT NCA/SCI
FGM-CEFM PROGRAM PHASE IV 2025-2029**

Reference: NCA/1069 /2025

Item number and title: Request for consultancy services to conduct the Baseline Evaluation for the Joint NCA/SC FGM-CEFM Programme Phase IV (2025–2029)

Contracting Authority: NCA

Deadline for submission of offer: 21st October 2025

INVITATION TO BID

NCA invites interested eligible individuals or local firms/companies registered in Somalia for consultancy services to conduct the Baseline evaluation for the joint NCA/SC FGM-CEFM programme Phase IV(2025-25) end-line evaluations Ref NO: NCA/1069/2025 and invites interested parties to apply the invitation to tender document in NCA.

1. The offered prices shall be quoted in **USD** only
2. All English offers must be sent to NCA procurement t email address: Procurement.Somalia@nca.no before **4:00 PM Tuesday 21st October 2025**. Late bids will be rejected.

4. Administrative compliance document.

The interested candidate must present the following documents which will be used during the evaluation in the administrative compliance section. Please note that the technical evaluation will not consider any company with the missing document below.

- Proposal Submission Form duly completed and signed by the Candidate.
- A valid certificate of business license or similar document of Somalia federal state and federal Member Government.
- Valid tax registration, tax clearance certificates or similar documents, and where applicable advance tax clearance certificate of Federal state and federal Member Government. i.e., Jubaland and Puntland.
- Information on ownership structure (Name of directors of the company / Owner)
- List three corporate clients (attach documentary evidence which may include copies of Similar Contract assignments issued in the last 3 years).

5. Evaluation Criteria

- This solicitation is open to individuals or local firms/companies registered in Somalia, specializing in evaluation and research.
- The Consultant selected will be responsible for designing and executing all activities outlined in this Request for Proposal & Terms of reference in coordination with NCA.

- Proposals will be evaluated using the quality and cost-based selection, with a total score calculated out of 100% of which 80% is the weight of the technical proposal and 20% is the weight of the financial proposal.

Evaluation matrix

Proposals meeting the mandatory requirements will be evaluated for technical merit based on the criteria in the below chart. Those proposals scoring 65 points or higher (out of 80 points) will be considered for cost-effectiveness Section	Description	Maximum Points
Technical Approach	Proposed structure, design and approach to conducting the baseline evaluation and understanding of the assessment FGM/CEFM including knowledge of harmful practices and social norms and demonstrated attention to ethical considerations in GBV/FGM/CEFM Research and quality of proposed data management approach (25 points) Timeline or Gantt chart of the activities required for evaluations are logic, realistic and demonstrate efficiency. (10 points)	35
Capability Statement	Demonstrate the necessary organizational systems and personnel to successfully comply with the contract requirements and accomplish the expected results. Specialized competence in baseline/evaluations, mixed methods and analysis (15 points)	15
Past Performance	Inclusion of at least three relevant past performance examples of similar assignments. (10 points) References provided by past clients for these examples and their evaluation of the bidder's ability to deliver on time and within quality and budget expectations. (5 points)	15
Personnel/Staffing	Qualifications and past relevant experience of the lead consultant and up to 3 team members proposed to fulfil the requirements of this scope of work. Demonstrated expertise in FGM/CEFM, social norms change, gender equality and child protection including proven experience working in Somalia. (15 points)	15

Technical Evaluation Threshold (only offers that receive a technical evaluation score of 65 and above points (out of 80) will be considered for cost evaluation.)

Cost Evaluation	The financial proposal will be evaluated using the following formula: $FS = 20X \frac{\text{Lowest Price}}{F}$	20
Total Points		100