



IC Cover page template

**Invitation to Submit an Offer for National Consultant-Peacebuilding Architect, Community Based
Reintegration, Stabilization and PCVE Expert**

The United Nations Development Programme (UNDP) is currently implementing a project Peace Building/PCVE that requires the services of an individual to perform the work described in this document.

In consideration of your qualifications, we are hereby inviting you to submit an offer for this particular assignment. To assist you in understanding the requirements of this assignment, we have attached hereto the following:

- The Terms of Reference for the assignment described above.
- The standard Letter of Confirmation of Interest and Availability, which you must accomplish and submit to UNDP; and
- The Individual Contract and its General Terms and Conditions, which you would be expected to sign in the event you are the selected Offeror in this procurement process.

Should you be interested and decide to submit an offer for this assignment, kindly submit directly in the online supplier portal no later than the deadline indicated in the system.

Offers must be submitted directly in the system following this link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal. In case you have never registered before, you can register a profile using the registration link shared via the procurement notice and following the instructions in guides available in UNDP website: <https://www.undp.org/procurement/business/resources-for-bidders>. Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

If any discrepancy between deadline in the system and in deadline indicated elsewhere, deadline in the system prevails.

We look forward to your favorable response and thank you in advance for your interest in working with UNDP.

Sincerely, UNDP Somalia



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1 Overview

1.1 General Information

Title	National Consultant-Peacebuilding Architect, Community Based Reintegration
E-Mail	everline.shireka@undp.org
Reference Number	PRC0153292/PRC0153292
Beneficiary Country	SOM
Introduction	Country: Somalia
	Description of the Assignment:
	Period of assignment/services (9 days): [within two months]
	Proposal should be submitted directly in the portal no later than indicated deadline.
	Any request for clarification must be sent in writing via messaging functionality in the portal. UNDP will respond in writing including an explanation of the query without identifying the source of inquiry.
	Please indicate whether you intend to submit a bid by creating a draft response without submitting directly in the system. This will enable the system to send notifications in case of amendments of the tender requirements. Should you require further clarifications, kindly communicate using the messaging functionality in the system. Offers must be submitted directly in the system following this link: http://supplier.quantum.partneragencies.org using the profile you may have in the portal. In case you have never registered before, you can register a profile using the registration link shared via the procurement notice and following the instructions in guides available in UNDP website: https://www.undp.org/procurement/business/resources-for-bidders . Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

1.2 Tender Timeline

Open Date	04/11/25 12:50 PM
Close Date	07/11/25 09:00 AM
Time Zone	Coordinated Universal Time

1.3 Terms



Negotiation Currency USD (US Dollar)

1.4 Attachments

File Name or URL	Type	Description
PSU_ Individual Contract_Offer	File	Offerors Letter to UNDP
ToR for Peace Building Archite	File	TOR

Note: The attachments above are part of general attachments to this Tender. There may be more attachments uploaded with requirement or price schedule. All attachments can be accessed from the portal directly



2 PART: TENDER REQUIREMENT AND EVALUATION CRITERIA

**Response is required*

2.1 Section 1. Overview of the assignment

1.

Somalia continues to face multi-dimensional challenges to sustainable peace, with violent extremism, fragile governance, and the reintegration of disengaged combatants remaining significant barriers to stabilization and sustainable peace in Somalia. To respond to these challenges, a coordinated peacebuilding framework/architecture is required that strengthens synergy across peacebuilding, Preventing Violent Extremism (PVE), Disarmament, Demobilization, Reintegration (DDR), and stabilization programming.

The Peacebuilding framework, PVE, and Community-Based Reintegration Workshop will bring together Somalia's key peace and security institutions, civil society, international partners, and donors. The three-day workshop will provide a unique platform to strengthen Somalia's peacebuilding framework, enhance coordination on approaches to Preventing Violent Extremism (PVE), and reinforces community-based reintegration within the broader Disarmament, Demobilization, and Reintegration (DDR) and stabilization agenda. With UNDP facilitating peace building architecture dialogue and bringing together area experts including the PVE and CBR experts, the workshop will put UNDP Somalia at the leadership of peacebuilding, PVE, reintegration, and stabilization programming in Somalia and will attract potential donors in the ecosystem, including FBA, KOICA, the government of Sweden, UK, Finland, Japan, KOICA , Norway , Italy and other donors.

2. To co-facilitate the high-level peace building architecture, PVE, community-based reintegration and stabilization workshop which will take place in Nairobi Kenya. The national expert will co-facilitate the workshop with the guidance of UNDP, peacebuilding ecosystem donor and with recommendations of government counterparts. Not only co-facilitating but support the international expert preparing the learning materials (presentations, case studies, panel discussions) and draft Somali's peacebuilding, community-based reintegration and stabilization gap, opportunities and consolidation recommendations.

The objective of this assignment is to co-facilitate the High-Level Peacebuilding Architecture, Preventing Violent Extremism (PVE), Community-Based Reintegration, and Stabilization Workshop, to be held in Nairobi, Kenya. The national experts will co-facilitate the workshop under the guidance of UNDP, in consultation with donors within the peacebuilding ecosystem and in line with recommendations from government counterparts. In addition to co-facilitation, the expert will also be responsible for:

- Supporting comprehensive learning materials in preparation, including presentations, case studies, and positive deviant, discussion guides for panels.
- Supporting drafting an analytical note on Somalia's peacebuilding, community-based reintegration, and stabilization gaps and opportunities, with consolidated recommendations for action.

The national IC will ensure the workshop not only delivers effective co-facilitation and knowledge exchange but also generates practical outputs that strengthen Somalia's peacebuilding, stabilization, and social reintegration agendas with UNDP Somalia leading the peace-building ecosystem



Description of Activities

- 1.Support the development and produce comprehensive learning materials for the workshop, including presentations, case studies, and thematic briefs on peacebuilding architecture, linkages between PVE and peacebuilding, community-based reintegration, and stabilization. The materials should also capture Somalia-specific challenges, opportunities, and practical examples to guide discussions and learning throughout the workshop.
- 2.Co-facilitate the three-day high-level workshop involving diverse stakeholders, including government representatives, civil society organizations (CSOs), academia, and peacebuilding ecosystem donors. The facilitation will be carried out under the guidance of UNDP and its partners, ensuring inclusive participation, constructive dialogue, and effective coordination throughout all sessions.
- 3.Support the International Expert for taking notes and translation during three days and support the international IC to deeply understand all formal discussions with local language (Somali).
- 4.Support in drafting an analytical report on Somalia's peacebuilding, community-based reintegration, and stabilization landscape, identifying key gaps, challenges, and opportunities. The report should also consolidate actionable recommendations emerging from the workshop discussions to inform future programming and policy direction.

3. Individual Contract and its General Terms and Conditions

Please see the [INDIVIDUAL CONTRACT TEMPLATE](#)

Please see the [GENERAL CONDITIONS OF CONTRACT FOR THE SERVICES OF INDIVIDUAL CONTRACTORS.](#)

2.2 Section 2. Documents to be included with the proposal;

***1. Technical Proposal**

Upload a brief proposal highlighting:

- 1. Why you are the most suitable for the job;
- 2. A Brief methodology on how you will approach and conduct the work (if applicable)

***2. Offeror's Letter to UNDP to Confirm Interest and Availability**

Please complete and submit a signed copy of the offer letter using the provided template, including a detailed cost breakdown of the financial proposal.

Please provide detailed breakdown of the financial proposal and submit required financial information directly in the system as applicable. Make sure there are no mathematical errors , the amounts are accurate and match with amount entered directly in the system.

Attachments:

File Name or URL	Type	Description
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PSU_ Individual Contract_Offer	File	Offerors Letter to UNDP
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Target: Offer Form

***3. Personal CV**

Please upload your personal CV including past experience in similar projects at least 3 references

2.3 Section 3. Qualification and experience requirements

*1. Master's degree in a development related field (International Law, International Relation, Peacebuilding and Conflict Resolutions).

*2.

A minimum of 8 years of relevant professional experience, including substantial work in the areas of Peacebuilding, Preventing and Countering Violent Extremism (PCVE), Rule of Law, and Security. Prior experience within the UN system, particularly with UNDP, is considered an asset

Target: Yes

*3.

1)Solid understanding of Peacebuilding architecture, PCVE, Community-Based Reintegration and their contextual application for Somalia.

2)Proven experience in development programming, including integrated approaches to SDGs/ sustainable development and their practical application in coordination with governments or partner agencies.

3)Excellent curriculum development and teaching skills with specification of high-level teaching and guidance.

4)Strong analytical, policy and program development, and coordination skills with multi-stakeholder assignments.

5)Experience in UNDP global, regional and country programs, and partnerships/joint initiatives.

6)Knowledge of the UN system, Global Compact on Peacebuilding, PCVE and key approaches/frameworks related to Community-Based Reintegration.

7)Strong written/oral communication and advocacy skills.

*4.

Corporate Competencies

1.Commitment to UNDP's core values.

2.Ability to work in a multicultural environment.

Managerial:

1)Ability to work independently and manage competing priorities.

2)Ability to work effectively with UNDP Staff members in various regions and offices.



3)Ability to contribute to building and nurturing partnerships.

4)Ability to coordinate multiple units and teams to achieve a common objective.

5)Ability to manage multiple tasks under pressure.

2.4 Section 4. Technical Evaluation

***1. Evaluation criteria -Technical Evaluation**

Academic Qualifications **10**

Technical/Functional **15**

Knowledge management and Learning **10**

Solid understanding of Peacebuilding/PCVE and their contextual application **20**

substantial work in the areas of Peacebuilding, Preventing and Countering Violent Extremism (PCVE), Rule of Law, and Security. **20**

Proven experience – reference will be made to CV **25**

Total Obtainable score 100

Response attachments are optional.

2.5 Section I-1.

2.6 Section I-2.

2.7 Section I-3.



3 PART: Schedule of Requirement and Price Schedule
Instructions

3.1 Line Information

Line Description	Category	Item	UOM	Requested Quantity	Unit Price	Total Price	Additional Attributes
1-National facilitator to co-facilitate the Co-creation workshop	Human resource development						

*For Additional Attributes of lines, please review the negotiation lines from supplier portal.