

Terms of Reference

Call for Expressions of Interest for Local Partners in Somalia.

DRC SOMALIA

21st November 2024

1. Background

DRC Somalia is an international non-governmental organization (NGO) working in Somalia since 1997. We assist refugees, migrants, internally displaced people, and other people affected by crises in both urban and rural areas. DRC implements activities in Somalia (Hirshabelle, Puntland, Jubaland, Somaliland, Galmudug) in the following sectors: Protection, Shelter and Non-Food Items (NFIs), Water Hygiene and Sanitation (WASH), Camp Coordination and Camp Management (CCCM) and Economic Recovery (EcRec) including Food Security and Livelihoods (FSL) through six main sub-offices in Somalia and federal member states.

In 2022, DRC has scaled up its CCCM and emergency response programming through the provision of multipurpose cash assistance and NFIs to drought and conflict affected populations, with a focus on hard-to-reach communities who are marginalized and/or located in hard-to-reach locations.

2. Purpose of this call for expression of interest

DRC Somalia seeks qualified and experienced local non-profit organizations – including non-governmental organizations (NGOs) and community-based organizations (CBOs) – that are legally formed and currently working in Somalia. Through this partnership, the common objective is to increase assistance to the most vulnerable communities who are marginalized and/ or located in hard-to-reach areas (i.e with remote and logistical access challenges and/ or security constraints). DRC Somalia will be investing in strengthening the capacities of NGOs or CBOs to ensure joint achievement of program results.

All organizations expressing interest must

1. have proven experience in working with hard-to reach communities in Somalia or either with minority groups/ marginalized communities and/ or in hard-to reach areas (remote or security affected).
2. have proven experience in working in at least one of the below sectors:
 - Protection including child protection and Gender Based Violence;
 - Health and Nutrition;
 - Water, Sanitation and Hygiene (WASH);
 - Economic Recovery (including food security);
 - Camp Coordination and Camp Management (CCCM);
 - Shelter and Settlement;
 - Humanitarian disarmament and peacebuilding.

The partner selection process will be competitive and in line with the DRC Civil Society and Engagement (CSE) guidelines and requirements. Shortlisted organizations will be subjected to due diligence, capacity assessments, and reference checks to ensure that the recommended organizations are eligible partners and have the necessary competence in governance, project management, systems, and physical presence in the targeted districts or villages. DRC adheres to national laws and community preferences to contribute to the localization efforts in the long run. DRC is committed to building the capacity of the local community, and civil society organizations to maximize the programme results and impact.

3. Applicants' eligibility criteria

The applicant organizations shall:

- Be legally registered and operating in Somalia for at least three years;
- Have obtained their legal registration either as a local Non-Governmental Organization (NGO) or as Community Based Organization (CBO) from the Federal Government of Somalia or Federal member States of Somalia.
- Have, for the past three years, proven record of working with hard-to reach communities in Somalia either:
 - in hard-to reach areas (remote or security affected) in Somalia.
 - with minority groups/ marginalized communities;
 - Disability rights and Inclusion
 - Climate Adaptation
 - Peace Building
 - Health and Nutrition
 - WASH
 - Innovation
- Have directly implemented projects in at least one of the following sectors across the country in: Health and Nutrition, Protection, Water Sanitation and Hygiene (WASH), Economic Recovery, and Camp Coordination and Camp Management (CCCM) and Humanitarian Disarmament and Peace Building;
- Have a track record of engagement and collaboration with government ministries at the Federal and federal member states;
- Have proper financial and procurement systems and processes in place;
- Have processes and mechanisms in place to protect the rights of the children and adults;
- Be willing and able to follow DRC's standard guidelines and policies as needed;
- Be willing to work/ collaborate with DRC, with the Federal Government of Somalia and other stakeholders to enable ongoing supervision, monitoring visits and other assessments and evaluation exercises when required.

4. Applicants' documentation to be submitted

- Certificate of registration from Federal Government of Somalia.
- Letter of support/ certifications from at least one of the following: Puntland, Jubaland, Hirshabele, Galmudug, Southwest State, and/ or Banadir Administration, and Somaliland.
- At least one recommendation letter or Memorandum of Understanding (MoU) with a Ministry or any other Governmental agency at Somalia federal government or federal member states of Somalia.
- At least one recommendation letter from a current, previous donor or Cluster.
- Updated organizational profile.
- Updated article of association.
- Organization owned internal financial policy.
- Organization owned internal Procurement policy.

- Organization owned internal Child Protection and/ or Safeguarding policy.

- Organization owned internal Strategic Plan.
- At least two final reports of past projects.
- List of relevant projects including project title, sector(s) of intervention, start and end dates, donor and location (esp. region/district and villages).
- At least two financial reports and/ or audited financial statements.
- Bank statements for the last three months.
- Organizational chart highlighting names and CVs of key personnel who will hold key positions in this intervention.

5. Application process

Local NGOs and CBOs meeting the eligibility criteria in **section 3** are encouraged to submit their application before the application deadline by:

1. Completing the [DRC online form - Please click here to fill](#)

Sending the requested documents in the section 4 with the subject “DRC Operational offices and Hard-to-Reach EoI” to the following email address tender.som@drc.ngo

2. Bid documents required shall be included as an attachment to the email in PDF, JPEG, TIF format, or the same type of files provided as a ZIP file. Documents in MS Word or excel formats will result in the bid being disqualified.
3. Email attachments shall not exceed 4MB; otherwise, the bidder shall send his bid in multiple emails.

Line	Item	Time, date, address as appropriate
1	Published Date	21 November 2024
3	Closing date and time for receipt of applications	05 December 2024
4	Application Opening Location	DRC Mogadishu Office
5	Application Opening Date and time	TBC

NOTE@ Due to the high number of applications expected, only those partners who have been shortlisted will be contacted via email.