



16th May, 2018

REQUEST FOR INFORMATION (RFI)

Ref: UNDP/SOM/RFI/2018/001 - POQA – Engagement with CSOs/NGOs

BACKGROUND

The United Nations Development Programme (UNDP) Somalia Country Office works with government partners, Non-Governmental Organizations (NGOs), and Civil Society Organizations (CSOs) to design and implement projects in a highly sensitive and complex political and socio-economic environment.

The UNDP country programme, aligned with the United Nations Somalia Strategic Framework (UNSF), 2017-2020, which will support the Government to deliver on political, rule of law, security, human rights, socioeconomic recovery and development priorities, including the Sustainable Development Goals (SDG's) as outlined in the National Development Plan as well as the Somaliland National Development Plan-II.

UNDP will also support the governments work towards achieving the SDG's with broad civil society participation to ensure inclusivity of interventions, while targeting – low-income women, youth, Internally Displaced Persons (IDPs) and vulnerable groups – to ensure no one is left behind.

For more information, refer to: <http://www.so.undp.org/content/somalia/en/home.html>

1. OBJECTIVE

This is a Request for Information (RFI) from national and/or international CSOs/NGOs for potential partnership with UNDP Somalia in delivering outputs for development projects requiring expertise and experience in any of the following areas:

Inclusive Politics

- Civic Engagement
- Community-based Reconciliation
- Civic Education and Conflict Prevention
- Non-formal Education and Mentoring
- Trauma Healing and Psychosocial Support and Counselling
- Women's participation and representation in constitution review process
- CSOs engagement with community on constitutional awareness raising, outreach and participation for the constitution-making process
- Youth engagement in constitution review process

Rule of Law

- Capacity building (developing curriculum training for senior and mid-level) police
- Support to Community policing at district level
- Undertaking Civilian Oversight of security institutions
- Capacity building, developing and delivering training to judges, prosecutors and support staff
- Provision of Legal Aid including legal awareness
- Provision of Legal Education through scholarships
- Support and Response Services to survivors of SGBV Sexual and Gender-based Violence (SGBV)
- Support to human rights strengthening, awareness and response to violation
- Support to Preventing/ Countering Violence and Extremism (P/CVE) capacity building of government and awareness raising of people
- Support to Alternative Dispute Resolution(ADR)/Traditional Dispute Resolution (TDR) and capacity building of women in ADRs
- Support to Security Sector Reform (SSR) and Demobilization, Disarmament, Reconciliation (DDR) program activities
- Civic Engagement and Community Participation

Effective Institutions

- Provision of technical and logistical support to Local (district) Government Council elections
- Capacity building (core curriculum training) of District Government public servants;
- Reconciliation / Peacebuilding
- Participation in political and programmatic processes (inclusive politics) / New Deal principles.
- Women's participation and representation in decision making and peace building
- Incubators / Accelerators
- Business services for Startup
- Crowdfunding / Grants
- Job fair / Career Fair / Career Advise
- Innovation for Development
- Science & Technology
- Support IDPs
- Civic Engagement and Community Participation

Resilience and Climate Change

- Civic Engagement and Community Participation
- Environment
- Renewable Energy
- Climate Change
- Resilience
- Disasters Preparedness and Risk Reduction
- Natural Resource Management
- Biodiversity
- Range land management
- Climate smart agriculture
- Sustainable charcoal production

Economic Recovery and Development

- Civic Engagement and Community Participation
- Poverty Alleviation/Reduction
- Private Sector Development
- Inclusive Finance
- Local Community Economic Development
- Youth Empowerment
- Employment Generation (short, medium and long term)
- Cash for work;
- Rehabilitation of basic social and productive Infrastructure;
- Technical and Vocational Education and Training (TVET) in the areas of renewable energy, construction, business, Information Technology, banking, hospitality, management and life skills
- Durable Solutions for IDPs and Host Communities
- Value chain development, especially in fish, livestock, agriculture, renewable energy
- Micro, Small & Medium Enterprises (MSME)/ enterprise development
- Micro-finance and micro-grants/revolving funds management

Cross Cutting

- Civic Engagement and Community Participation
- Women's participation and representation in decision making and peace building
- Increasing economic opportunities for women
- Preventing and reducing Gender Based Violence (GBV) and harmful traditional practices
- Gender-responsive legal and policy frameworks
- Support Behaviour Change Communication (BCC) initiatives such as Community Conversations on HIV.
- Provide support to Networks and People Living with HIV (PLHIV).

2. INFORMATION REQUESTED

Interested CSOs/NGOs are requested to fill out the below questionnaire, attaching all supporting documentation where specifically requested. If you are an international NGO, please provide information and documentation relating to your permits and licenses for your local presence in Somalia.

Please note that attachments, where requested, should be provided to support each answer to the questions. All questions must be answered directly and clearly. Extraneous information that are not directly responding to the questions will only constrain the ability of UNDP to positively assess the CSO/NGO's alignment with UNDP requirements. Submissions failing to provide the requested information will be disregarded.

All CSOs/NGOs whose information are found to be consistent with UNDP programme needs will be sent a subsequent questionnaire to enable UNDP to conduct a Capacity Assessment. Based on the results of this Capacity Assessment Checklist (CACHE), UNDP will determine if the CSO/NGO may or may not be placed on a roster, for rapid engagement when required.

A copy of the CACHE is attached for information only. Please do not submit the CACHE form at this stage.

QUESTIONNAIRE

Topic	Areas of Inquiry/ Supporting documentation	Response
1. Proscribed organizations	<p>1. <i>Is the CSO/NGO listed in the UN's list of proscribed organizations, UNDP Vendor Sanctions List, or indicted by the International or National Criminal Court?</i></p> <p>2. <i>Is the CSO/NGO banned by any other institution/governments? If, yes, please provide information regarding the institution/Government and reasons.</i></p>	
2. Legal status and Bank Account	<p>1. <i>Does the CSO/NGO have a legal capacity to operate in the UNDP programme country, and does it comply with the legal requirements of the country to register and operate an NGO/CSO? <u>Please provide copies of all relevant documents evidencing legality of operations.</u></i></p> <p>2. <i>Does the CSO/NGO have a bank account? <u>(Please Submit proof indicating latest date)</u></i></p>	
3. Certification/ Accreditation	<p><i>Is the CSO/NGO certified in accordance with any international or local standards (e.g., ISO), such as in:</i></p> <ul style="list-style-type: none"> • Leadership and Managerial Skills • Project Management • Financial Management • Organizational standards and procedures • Gender equality or gender mainstreaming • Other <p><i><u>If yes, please provide copies</u></i></p>	
4. Date of Establishment and Organizational Background	<p>1. <i>When was the CSO/NGO established?</i></p> <p>2. <i>How has the CSO/NGO evolved since its establishment? (no more than 2 paragraphs)</i></p> <p>3. <i>Who are your main donor/ partners?</i></p> <p>4. <i>Please provide a list of all entities that the CSO/NGO may have an affiliation with.</i></p> <p>6. <i>In how many cities/provinces/regions/ countries do you have capacity to operate in? <u>Please provide a complete list and indicate the size of the offices in each location.</u></i></p>	

Topic	Areas of Inquiry/ Supporting documentation	Response
5. Mandate and constituency	<ol style="list-style-type: none"> 1. <i>What is the CSO/NGO's primary advocacy / purpose for existence?</i> 2. <i>What is the CSO/NGO's mandate, vision, and purpose? (no more than 2 paragraphs)</i> 3. <i>Is the CSO/NGO officially designated to represent any specific constituency?</i> 	
6. Areas of Expertise	<ol style="list-style-type: none"> 1. <i>Does the CSO/NGO have expertise in any of the key areas identified above in this RFI?</i> 2. <i>Does the CSO/NGO have any experience in working with the government in any of the key areas identified in this RFI?</i> 3. <i>What other areas of expertise does the CSO/NGO have?</i> 	
7. Financial Position and Sustainability	<ol style="list-style-type: none"> 1. <i>What was the CSO/NGO's total financial delivery in the preceding 2 years? <u>Please provide audited financial statements for the last 2 years. If audited financial statements are not available, please provide an explanation regarding why it is not possible to obtain them.</u></i> 2. <i>What is the CSO/NGO's actual and projected inflow of financial resources for the current and the following year?</i> 3. <i>Please provide a list of projects with description, duration, location and budget over the past 2 years (arrange from biggest budget to the lowest).</i> 	
8. Public Transparency	<ol style="list-style-type: none"> 1. <i>What documents are publicly available?</i> 2. <i>How can these documents be accessed? <u>(Please provide links if web-based)</u></i> 	
9. Consortium	<ol style="list-style-type: none"> 1. <i>Do you have the capacity to manage a consortium?</i> 2. <i>Do you currently, or have you in the past, managed or been involved with a consortium? If yes, provide a list of all consortia, the list of partners in the consortia, the role in the consortia, and the total financial budgets involved.</i> 3. <i>Do you have a formal alliance with other CSOs/NGOs? If yes, pls. identify and provide details.</i> 	

3. CLOSING DATE

All documents should be received not later than **Wednesday 6th June 2018 by 17:00 Hrs, Somali time** via

e-mail ONLY

Please email your submission to bids.so@undp.org with the title:

‘UNDP/SOM/RFI/2018/001 - POQA – Engagement with CSOs/NGOs’

An email submission may take some time to arrive after it is sent, especially if it is in excess of 5MBs, we therefore advise all applicants to send the applications well before the deadline.

You may send several emails if your documents are more than 5MBs. The first message should state the total number of messages comprising the submission.

This RFI does not entail any commitment on the part of UNDP, either financial or otherwise. UNDP reserves the right to accept or reject any or all submissions without incurring any obligation to inform the affected applicant/s of the grounds.

Note: As this is RFI exercise you do not need to submit any financial proposals in relation to the scope of work mentioned in this notice. Your proposal on how you plan to implement the services will have to be submitted at a later stage, should your organization be considered for potential partnership with UNDP Somalia.

Depending on number of the responses that will be received, this RFI may be re-advertised.

If further information is required please contact the below address:

Procurement Associate, UNDP Somalia, E-mail: procurement.so@undp.org This is the email address designated to respond requests for clarifications ONLY.

Thank you and we look forward to receiving your submissions.

Sincerely yours,

Iryna Malykh
Head of Procurement