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Project Title:	Democratisation, Local Governance, and Accountability (DLGA) Partner
Submission Date:	27 th March, 2024
Contact Information:	procure@stabilityfund.so
Proposed Start Date:	April 2024
Proposed End Date:	April 2025
Proposed Duration: (months)	12 Months
Location(s) or Key Partners:	Jubaland, South West State, and Puntland

ABOUT SSF III

The Somalia Stability Fund Phase 3 (SSF III) takes forward the multi-donor agreement at the 2012 London Conference on Somalia to “integrate political, security and development interventions, and respond quickly to emerging opportunities.”¹ The Fund was designed as a flexible, politically informed, and responsive procurement facility. The SSF III, launched in March 2023, aims to support inclusive political agreements, address grievances, promote democratic processes, strengthen local governance, and enhance accountability between citizens and the state. Working collaboratively with Somali authorities, civil society, and international partners is crucial for the success of the project.

Building on experiences and learning from its first two phases, SSF III leverages its expertise in Thinking and Working Politically to tackle the most intractable, but also least tangible, and politically sensitive aspects of Somalia’s enduring fragility at scale and across geographies:

1. **The Political Settlement** (Workstream 1), fragile and partly informal, among Somalia’s elites;
2. **Conciliation** (Workstream 2) for the inter-communal and inter-personal lack of trust due to a violent past and ongoing fighting resources, including land that inhibits a shared narrative for a shared future;
3. **Democratisation and local governance** (Workstream 3): the sensitive and contested path towards a widely invoked democratic local and higher-level governance, as well as the delicate balance involved in fostering responsive and legitimate local governance; and
4. **Somalia’s social contract** (Workstream 4), limited by a lack of safe and impactful direct and indirect engagement between government and citizens to foster transparency and accountability amidst a still-often violent political marketplace.²

These four Workstreams are underpinned by a fifth Workstream, **Research** (Workstream 5), to ensure that SSF III grounds investments in concise and actionable summaries of the best available evidence, proactively and collaboratively addresses existing gaps in evidence, and regularly tests the validity of its underpinning assumptions and problem statements.

SSF III operates upon the following Vision, Mission, and Values:

¹ Laws, Ed (2018). *Thinking and working politically in Somalia: A case study on the Somalia Stability Fund*. Overseas Development Institute, 6.

² See: de Waal, Alex, Aditya Sarkar, Sarah Detzner & Ben Spatz (2020). *A Theory of Change for Violent Political Marketplaces*. Memo, The London School of Economics and Political Sciences Conflict Research Programme.

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Vision: A peaceful Somalia where everyone can thrive

Mission: We work with people, organisations, and authorities in their pursuit of a more inclusive and peaceful Somalia

Values:

1. **Transparency:** SSF III consults regularly amongst its own team and with Somali and international partners to ensure that decisions are made in an informed manner and that partners are clear about what SSF III aims to achieve, what evidence and consultations decisions are based on, and how SSF III receives and incorporates feedback.
2. **Respect:** SSF III is mindful of what is appropriate, accepted, contentious, or even harmful in each context it works in; consults and communicates clearly if something is not possible; and respects diversity and proactively engage people and partners.
3. **Accountability:** SSF III upholds integrity, is accountable to its partners, and safeguards the wellbeing of its partners and its own team:
4. **Adaptability:** SSF III plans and programmes with a high respect for the ever-changing context, ensure that decisions are taken on the best and most current evidence available, and goes where politics allows for constructive, inclusive, and conflict sensitive collaboration.
5. **Being bold:** SSF III believes in the possibility of positive change, even under adverse circumstances that may warrant the preservation of what has been achieved until gains can once more be deepened and expanded; in flexibly reacting to opportunities; and in firmly expressing these values.
6. **Evidence based:** SSF III maintains a separate research workstream to test assumptions, collate and curate existing knowledge, and commissions research to address identified gaps in applied knowledge. SSF III reflects on its own approach, co-designs with partners to foster mutual learning, and convenes partners to underpin discussions and coordination with evidence.

Purpose and Objectives

SSF III is seeking to contract a Democratisation, Local Governance, and Accountability (DLGA) partner to undertake thematically appropriate programming in Somalia's Jubaland, South West State, and Puntland. The Partner will be a major contributor to meeting programming goals under SSFIII's workstream 3 – Democratisation and Local Governance in these areas. The successful partner will ideally be comprised of a number of implementing partners in a consortium, with each having extensive experience in the delivery of effective and efficient governance and/or peacebuilding programming in Somalia. The successful partner will coordinate with Fund management, technical specialists, and the Somalia Country Team to develop multiple concurrent activities in the DLGA space that contribute to SSF III's key output: *Population is Increasingly Represented by and can access services from sub-national and local entities and establish new democratic norms at all levels of government*. The partner will then be wholly responsible for the delivery of said projects, with reporting lines through SSF technical specialists and Fund Management.

In addition to this core deliverable the Jubaland, South West State, and Puntland DLGA Partner will deliver the following outputs:

- Intervention idea generation - Informed by stakeholder engagement, lessons learned and in liaison with SSFIII's technical specialists the partner will define problems, identify the

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implementing consortium member, and design effective and efficient projects.

- Intervention implementation – via the selected consortium member(s) the Partner will implement approved DLGA projects in line with SSFIII guidelines and principles – procurement/financial/conflict sensitivity/GESI.
- Monitoring and Evaluation – the Partner will provide activity and portfolio level monitoring and evaluation for activities implemented by their consortium. This M&E must sit within and feed into the Fund’s overall monitoring framework.
- Consortium Management - Where appropriate and in conjunction with the Fund manager the Partner may add additional members to the consortium to expand technical and geographic capabilities with the aim of improving and expanding the Partner programming.
- Stakeholder engagement and management – In close consultation with the SSFIII each lead will ensure that key stakeholders and partners are identified and consulted in the development of technical approaches and activity development.
- Context Analysis – in concert with the SSF’s existing context experts the Partner will expand the Fund’s knowledge of DLGA issues in Somalia, share information, and collaborate to ensure the SSF remains a leader in analysis of the Somalia context. Where necessary the Partner may be asked to support briefings of Fund donors or external stakeholders.
- Advisory – the partner will be the primary implementer of DLGA programming under SSFIII in the specified geographical areas. As such, the Partner will be expected to provide expert guidance on the strategic development of SSFIII’s DLGA portfolio. This guidance will be channelled through the Fund Managers technical specialists and management structure and feed into strategic discussions.
- Coordination – The Partner, as part of SSF will coordinate with Fund Technical specialists and management, as well as other implementing Partners to ensure that interventions, analysis, and advisory are complementary across the program.

Scope of Work and Expected Results

The Jubaland, South West State, and Puntland DLGA partner will have primary responsibility for the delivery of DLGA projects under SSF workstream 3 in the specified geographical areas. While the Fund will retain the right to enter into agreements with other providers on an ad-hoc basis the DLGA Partner will provide the majority of projects.

Expected results from the DLGA Partner include:

- Submission of an annual workplan during the inception phase outlining expected project delivery scope.
- The design and implementation of multiple projects pursuant to SSFIII workstream 3: Democratisation and Local Governance. Projects must:
 - Be developed in coordination with SSF technical specialists;
 - Be effective in supporting output 3: Population is Increasingly Represented by and can access services from sub-national and local entities and establish new democratic norms at all levels of government;
 - Be implemented across the geographic scope of this TOR;

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- Be complementary to other interventions within workstream 3 and particularly the DLGA workstream;
- Be coordinated with other Partners/workstreams forming a cohesive body of work across the SSF portfolio;

List of Deliverables

- Annual workplan
- Quarterly budget forecasts and reports
- Project proposals/budgets in SSF format
- Project implementation across SSF geographies
- Activity level Monitoring and Evaluation
- Contributions to analysis and research papers

SSF III Strategy Alignment

SSF III has clear expectations for the DLGA Partner to align with critical aspects of SSF III strategic goals, policies, processes, and procedures.

- All project planning and implementation will adhere to SSF III workstream 3 strategy and the overall goals of the program.
- The Partner will be expected to have robust Gender, Equity, and Social Inclusion, policies;
- The Partner should have a robust conflict sensitivity approach that reflects SSF III commitment to addressing conflict dynamics effectively while adhering to principles of Do No Harm;
- The Partner will align their communications and visibility strategy with that of SSF III
- The Partner will disclose any potential or actual conflicts of interests and generally comply with Adam Smith International's Safeguarding, Anti-Corruption, and Environmental Policies

Coordination

Stakeholder engagement and management from intervention ideation and throughout the project management cycle will be a key responsibility of the Jubaland, South West State, and Puntland Partner. This will ensure that interventions are more inclusive of and better coordinated with partners and stakeholders. DLGA Partner members will engage extensively with SSF III technical personnel per the activity cycle including State Coordinators. In addition, the DLGA partner will be expected to engage extensively with other DLGA partners, and other relevant organisations in Somalia to support in the design and delivery of the best possible programming.

Reporting, Timelines, and Payment

Reporting

The Partner will submit an annual workplan no later than one (1) month prior to the close of the year, based on Partner start date (excepting Y1 workplan which will be submitted during the inception phase). The workplan will form part of the annual review and renewal process.

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The Partner will submit quarterly and annual reports in line with SSF III's own report schedule and templates. Acceptance of these reports will form part of the annual review and renewal process.

The Partner will submit reports at the conclusion of each individual project alongside any accompanying MEL documentation. Project close out will be dependent on acceptance of these reports.

Timelines

Given the nature of this TOR, and the expectation that interested parties will already have operational capability in many if not all relevant geographies, the Fund will expect the Partner to begin providing project proposals/budgets within one month of contracting.

The program will run for one (1) year from the date of contracting and be renewable on an annual basis. Renewal will coincide with the submission of annual reports and the proposed workplan for the next program year. The expectation is for a long-term partnership on this basis.

Payment

The Partner will submit quarterly summary expenditure forecasts and the duly certified request for funds in each quarter disaggregated between Indirect, Direct, and program costs. Payments will be made up to a maximum annual ceiling to be specific at the time of the agreement. The five-year ceiling for funding under the agreement is not to exceed \$7,500,000, notwithstanding, extensions or amendments at SSF III's discretion.

Duration and geographic scope

Duration of Assignment

The maximum duration of this contract spans from April 2024 to April 2029, covering a period of five years with an initial agreement spanning one year from April 2024 to April 2025. The agreement will be subject to renewal on an annual basis based on an evaluation of the Partner's programmatic and financial performance.

Geographic Scope

At present, SSF III operates across all Federal Member States (FMS) as well as in the Banadir Regional Administration (BRA) and through engagements with the Federal Government of Somalia (FGS). Furthermore, the Fund's activities extend to district levels within each FMS, encompassing both urban and rural areas.

The geographical scope of this TOR is the three Federal Member States of Jubaland, South West State, and Puntland. SSF III, at its discretion, may refine the geographical scope in response to fluctuations in Somalia's politico security environment.

Key Personnel

Interested parties are encouraged to propose a suitable management and support team that is cost effective and sufficient to manage a program of this size. SSF III supports a horizontal consortium structure where members have the ability to utilise available funds based on available organisational capacity and the production of sufficiently credible proposals. These proposals may be filtered through the prime implementing member or directly via members through to the SSF Team.

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The Fund expects that the successful partner will have a core team to manage the administrative and operational functions of the consortium. However, the precise structure of the team and the management architecture of the consortium is the discretion of interested parties and should be detailed in full. This detail should include:

- Details of key personnel
- An organogram inclusive of reporting lines
- Any relevant information on how funding will be divided/utilised by consortium members

At least part of the Core Team is expected to be based in Nairobi and/or Mogadishu, or to be able to travel to Nairobi and Mogadishu frequently, as well as on short notice, to meet with the SSF III team in person and present to, as well as debrief, the SSF III team, partners, and joint donors. The Team Leader and consortium member leads are also expected to be able to travel to Nairobi (and Mogadishu, if applicable) to participate in and present at learning events, both by SSF III and partners.

Partner members are expected to capacity in Somalia. Implementation via pass through funding to downstream partners is not within the expected scope of this TOR.

Scope of the Technical and Financial Proposals

(Refer to templates and outline the minimum supporting documentation needed).

Eligibility Criteria

- Evidence of extensive capability to operate in Somalia across the geographic scope provided above at federal and state level.
- Interested parties must demonstrate that their consortium can operate in each of the locations provided above (at least one member per state). The lead organisation must be registered to work in each specified FMS, while the consortium organisations must be registered in the relevant state in which they will work. Extensive, proven experience in implementing Democratisation, Local Government, and Accountability programming in the specified geographic regions of Somalia.
- Demonstrated experience in conducting work at similar levels of scope, complexity, and sensitivity.
- Letter of incorporation, or other such document, indicating its legal status
- Evidence of Tax Compliance in the country/jurisdiction where they are registered.
- A minimum of three (3) references for the past provision of similar assignments (bidder to provide name of organisation, brief description of service, point of contact, contact number, email address) that SSF III may contact for a reference)
- Proposed design, methodology, and tentative workplan
- Detailed staffing plan featuring CVs of core team members showcasing their qualifications, experience, and training

Proposal Evaluation Criteria

The evaluation panel will assess technical proposals based on the scoring scheme given immediately below.

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Evaluation Criteria (Provide response in TECH FORM)		
Criteria, sub-criteria, and point system for the evaluation of Technical Proposals		Points
1	Organisation Capability and Experience of the Bidder Evidence of organisational capability and relevant experience in the execution of projects of a similar nature, including the nature, environment and value of the relevant contracts, as well as works in hand and contractually committed. SSF III reserves the right to contact References as well as other sources to check references and past performance.	
1.1	Evidence of organisational capability and relevant demonstrated experience in the design, implementation, and delivery of high-quality project implementation services in fragile and conflict affected states (FCAS) and Somalia	10
1.2	Three contracts of a similar nature/environment/value in the last 5 years in Fragile and Conflict Affected States with at least two being in Somalia	10
	Total Points for this criterion	20
2	Approach methodology and mobilisation	
2.1	Proposed approach and high-level methodology (<u>including any innovative approaches and methodologies</u>) responsive to the Terms of Reference	15
2.2	Demonstrated knowledge of local conditions to include political, social, and economic context across geographies	10
2.3	Proposed approach to mobilisation – extent to which the proposal provides a clear and workable approach to staffing the DGLA team, how it will be responsive to changes in demand from the Fund over time.	15
	Total Points for this criterion	40
3	Key Professional Personnel Qualification for the Assignment	
3.1	Responsiveness of proposed consortium partners and core staff profiles to the requirements of the TOR	40
	Total Points for this criterion	40
	Total Points for the four (2) Technical Criteria (St)	100
	The minimum technical score required to pass is	70
4	<u>Financial Evaluation</u> A financial proposal with a detailed breakdown of costs quoted in USD is required. The financial proposal will only be evaluated if the technical proposal achieves a minimum of 70% of the total allocable points for the technical evaluation. Proposals failing to obtain this minimum threshold will not be eligible for further consideration. The formula for determining the financial scores is the following: $S_f = 100 \times F_m / F$, in which S_f is the financial score, F_m is the lowest price and F the price of the Proposal under consideration Proposals will be ranked according to their combined technical (S_t) and financial (S_f) scores using the weights. <ul style="list-style-type: none"> • T = the weight given to the technical proposal • P = the weight given to the financial proposal • $T+P= 100$ points indicated in Section 3 of the RFP document. 	30

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	<ul style="list-style-type: none">• $S = (S_t \times T\%) + (S_F \times P\%)$ <p>The weights given to the Technical (T) and Financial (F) proposals are T = 80% and F= 20%</p> <p>The bidder achieving the highest combined technical and financial score (s) will be considered further for contracting.</p>	
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