CALL FOR PROPOSALS

TITLE:	External Final Impact Evaluation – Somali Expert Secondement (SES) Programme
LOCATION:	ALL FMS & BANADIR
GRANTOR:	Nordic International Support Foundation – NIS
Date:	28th Nov 2022

The Nordic International Support Foundation (NIS) is seeking proposals from international organisations/ consulting firms interested in conducting an external impact evaluation of the Somali Expert Secondment (SES) Programme for the implementation period of August 2019 to December 2022 in Federal government of Somalia and its federal member states. The assignment will be completed with the production of an Impact Evaluation report that will inform and guide the partners (NIS, donor and Somali authorities). Please refer to the Terms of Reference (ToR) below for detailed information about the external impact evaluation assignment.

Proposal format

Interested organisations/consulting firms are required to provide the following details in their application document:

- Information about the organisation's/consulting firm's background and relevant expertise/experience in program evaluation and conducting third-party monitoring activities (max 2 pages);
- List of similar previous services provided and 2-3 samples of previous study reports;
- Understanding of the ToR (max 2 pages);
- Description of the approach and methodology suggested and an implementation plan with timelines in response to the ToR (max 8 pages);
- Detailed financial proposal; and
- List of proposed key professional personnel, indicating expected roles and level of engagement (attach CVs).

Submission of proposals

The deadline for submitting complete proposals is **16:00h on 8th Dec 2022**. Proposals must be submitted electronically to procurement.somalia@nis-foundation.org, with the subject line "**NIS External IMPACT Evaluation – SOMALIA EXPERTS' SECONDMENTS (SES) PROGRAMME in Somalia - CALL FOR PROPOSALS**".

Contact information

Please forward any query to the following e-mail address: procurement.somalia@nis-foundation.org.

TERMS OF REFERENCE

THIRD PARTY IMPACT EVALUATION

SOMAL EXPERTS' SECONDMENTS (SES) PROGRAMME

1. BACKGROUND

The Somali Experts secondment (SES) programme commenced in August 2019 and was designed to support the capacity development of Somali Government Institutions and their implementation of the National Development Plan (NDP). Through funding from the Swedish International Development Cooperation Agency (Sida), the Swedish government has been supporting the secondment of high-capacity diaspora to a range of national institutions in Somalia through the Somali Experts Secondment (SES) programme.

The SES programme was designed to place 30 Somali diaspora experts and 20 local Somali experts within key government institutions at the Federal Government of Somalia (FGS) and Federal Member State (FMS) levels, in line with government needs, Swedish development priorities and the results of needs assessment and data generated by other relevant donors. Initially contracted by the IOM, NIS took over these contracts and formalized them by the end of 2020 when the SES programme got restructured and subsequent fresh recruitment and secondment process based on competitive and transparent recruitment process.

Through the SES programme, 12 Government institutions were supported with 23 Secondees on Phase 1, and 30 institutions with 38 secondees on Phase 2 based on extensive discussions with Sida, FGS, FMS governments and other donors providing capacity-building programmes to these institutions. While the provision of experts under a single programme did not remedy all the capacity constraints faced by the government, the programme intended to help build the core competencies necessary to achieve longer-term and more ambitious development goals in the years ahead.

One component that emerged as crucial focused to respond to the challenges brought upon by the Covid-19 pandemic. A National Coordination Committee on Covid-19 – with various sub-committees – was formed by the government and realized that there was a lack of capacity needed to meet the stresses caused by the pandemic in the health system accordingly. Lack of medical practitioners, coordination skills and awareness and communication skills, amongst others, were identified.

As a result, in April-May 2020, the office of the Prime Minister made an urgent request to Sida to deploy short-term in-country aid to support the preparedness, coordination and response. The request was granted, for which SES project funds were utilized to support 64 volunteer health workers for 4 months and who were placed in strategic hospitals and health facilities amongst the FMSs and the FGS. With this step, the programme expected to enhance the human resources and technical capacity aimed at strengthening the quality of the Covid-19 response.

With this as a background, NIS seeks to contract the services of an independent firm or national/ international consultant to undertake an external impact evaluation of the complete SES programme, including its Covid-19 response component, to determine whether core competencies have indeed been instilled in government structures and identify possible programmatic and policy recommendations based on lessons learned.

Programme Objectives

Below is a summary of the SES programme objectives anchored in the log frame.

Impact	To contribute to the ongoing process of stabilization and state building of Somalia and support national response to the COVID-19 crisis
Outcome	To strengthen the capacity of selected government institutions to perform their functions.
Output 1	Experts from the diaspora in Sweden and Somalia identified and mobilized for secondment.
Output 2	Diaspora and local experts' secondment and capacity building programme supported.
Output 3	Technical experts are identified and mobilized for short term Covid-19 response

2. PURPOSE AND OBJECTIVES OF THE EXTERNAL IMPACT EVALUATION

The overall evaluation process will be based on the OECD/DAC criteria. Following these criteria,the purpose of the evaluation is to explore the relevance, coherence, effectiveness, efficiency, impact, and sustainability of the programme, to provide NIS and other stakeholders (including thedonor and the government) detailed findings and further examine the underlying assumptions andweak links of the programme's Theory of Change (ToC).

The overall impact evaluation is expected to assess the following:

1. Relevance: IS THE INTERVENTION DOING THE RIGHT THING?
    a. To what extent was the SES programme able to respond to the government institution's needs, policies, and priorities, and continues to do if circumstances change
    b. To what extent was the SES programme intervention able to adopt the target institution's specific needs?
    c. How significant was the role the SES Covid-19 support played in the success, or lack thereof, of the national response to the Covid-19 pandemic?
    d. Were the SES programme activities undertaken in the required scale so as to have a realistic outcome? And were the programme outcomes aligned with sector/institution guidelines such NDP
    e. Were the program implementation methodologies most appropriate & how can a future SES programme be better designed, made more sustainable and contribute to a systemic capacity building of Somali Government Institutions?
    f. Were the programs objectives well-defined and realistic, reflecting the capacity needs of the government institutions?

[1] From the OECD-DAC Criteria for International development evaluation – website http://www.oecd.org/dac/evaluation/daccriteriaforevaluatingdevelopmentassistance.htm

2. Coherence: HOW WELL DOES THE INTERVENTION FIT?

a. Overall, how well coordinated were the diverse actors involved in the implementation of the SES programme?
b. How many other interventions of this kind are being implemented in the country and by whom? To what extent was the SES programme interlinked with these different interventions and how could they be better harmonized?
c. What are the stakeholder views/ options to design and implementation of a unified/ common approach SES project in Somalia? How should such unified/ common approach be designed, owned and implemented (give different scenarios)?

3. Effectiveness: IS THE INTERVENTION ACHIEVING ITS OBJECTIVES?
   a. Were the programme's objectives realistic and within its capacities?
   b. To what extent did the SES project achieve its targeted outcomes? Measure programme progress against planned programme results and outputs.
   c. Which internal/ external factors had a positive/ negative influence on the delivery of outputs and the achievements of goals?
   d. What are external, social and contextual factors supporting the achievement of the project's objectives and how has the project taken advantage of these?
   e. Was the ToC well established and made sense in the context the project wasimplemented? To what degree did the assumed ToC correspond to the mechanisms and tendencies observed during and after programme implementation?
   f. What aspects of the project log-frame (goals, indicators, assumptions) need review, for future similar programs?
   g. Were there any challenges (expected or unexpected) faced by women secondees to do their labour? If there were, what could be done to support them better?
   h. Did the COVID response under the SES program help at all in the attainment of the overall goal?

4. Efficiency: HOW WELL ARE RESOURCES BEING USED?
   a. Overall, did the programme make a good use of its resources? To what extent did this use enabled the programme to attain its goals and objectives?
   b. Was there a timely delivery of outputs as planned?
   c. Did the p programme count with a systematic and well-documented use of its resources throughout its lifecycle?

5. Impact: WHAT DIFFERENCE DOES THE INTERVENTION MAKE?
   a. What has been the most significant change, if any, prompted by the SES programme?
   b. To what extent is this change (these changes, if more than one change identified) contributing to make the SES programme attain its final goal?

6. Sustainability: WILL THE BENEFITS LAST?
   a. Was the programme designed and implemented taking into consideration adequate sustainability systems? How? And what are these systems?
   b. Was there anything else that the SES programme could have done to ensure sustainability further?
   c. What would be the most feasible exit strategy for the SES program in Somalia, how would it look like and which considerations should be made?

In addition, the consultant is expected to document potential lessons learned about the programme found during their data collection activities that can be contrasted and nurture the SES lessons learned narrative. The consultant is also expected to provide recommendations to inform future capacity building programmes for the different stakeholders regarding sustainability, ownership by stakeholders and ensuring systemic, long-lasting change.

3. METHODOLOGY AND SCOPE OF THE ASSIGNMENT

The consultant should conduct an independent evaluation using data collection tools developed in collaboration with NIS. The impact evaluation is expected to use a participatory qualitative approach comprising individual and group in-depth interviews with relevant stakeholders (covering all supported institutions at national and federal level as well aspartners, and donors) and an extensive desk review. In addition, NIS can design/ review further guiding questions for the evaluation with the consultant. The evaluation approach and methodology shall comprise:

- An extensive desk review of evaluation reports, project proposal, progress reports, detailed implementation plan, log frame and other relevant project data as well as capacity building reports.
- Key informant interviews (KIIs) with key target government ministries and institutions including Covid-19 response steering committee – and its sub-committees, heads/ representatives of Ministries, Departments and Agencies supported by the project at the Federal and State level, Implementing Partner, relevant NIS staff who worked on this programme and the Experts supported, Donors and representatives of other relevantactors involved in similar interventions.
- Undertake any feasible field missions.
- Undertake an analysis of how implementing a unified, systemic and sustainable SES programme in Somalia with clear exit strategy options would look like.
- Look into the case scenario of the possibility for a civil servant reform happening in Somalia, what such reform would entail, how it would be implemented and by whom.
- Document possible success stories, case studies, lessons learned and provide recommendation and policy implications/ briefs.

4. KEY DELIVERABLES

The required outputs of this assignment will be as follows:

1. Inception report including a work plan, detailed methodology, report format and timeline is to be submitted at the commencement of the assignment. The inception report will include the following and a debrief meeting will follow the report to clarify some of the deliverables, budget, timelines etc:
   - Proposed methodological approach that the consultant will employ;
   - All quantitative and qualitative data collection tools for review and approval;
   - Complete work plan with clear timelines (including researchers' level of efforts, sequencing of impact evaluation activities and data collection and the budget cost of the assignment)
   - Limitations of the data collection tools
   - Data quality assurance mechanism
   - Report format
2. Raw data for each data collection exercise compiled in electronic format:
   - Survey data submitted to NIS' digital data collection platform ONA;
   - All data from KIIs and FGDs transcribed and translated to English.
3. Full sets of photos collected, including captions detailing the dates, locations, and the project site visited.

4. Prior to impact evaluation report submission, the consultant is expected to make a presentation of the main findings of the evaluation to NIS MEL and programme team and the donor for review, comments and discussion.
5. Presentation of the final version of the impact report to programme team, external programme stakeholders, Sida and other donors.
6. Overall programme impact report, not exceeding 30 pages, that includes values for the programme indicators as outlined in the results framework.

5. TIMELINE

The engagement of the consultant for the impact evaluation is expected to be for a period of not more than 90 days for the developing of the workplan, the methodology, the tools, the collection of data, the analysis and reporting. This is effective from the day of signing the contract by the parties and subject to the approval of the final impact evaluation report from both NIS and the donor. The submission of the final impact evaluation report after feedback is incorporated and validation of the report due by 28th February 2023.

6. SUPERVISION AND IMPLEMENTATION ARRANGEMENTS

The Consultant will

- Consultant will work independently but maintain constant communication with NIS' Monitoring, Evaluation & Learning Manager for any clarifications
- accomplish his/her responsibilities in close coordination with NIS and deliver the outputs as described above.

NIS, in consultation with the donor, as necessary, will

- assure the quality of reporting through timely reviews, feedback, inputs and requesting additional information as necessary.
- take an active part in working with the Consultant to develop necessary impact evaluation tools for data collection and reporting etc.;
- provide programme documents, reviews, assessments and other relevant materials for desk review;
- provide guidance in mapping the assessment sites;
- provide necessary contacts of stakeholders and beneficiaries.

7. EXPECTED QUALIFICATION AND EXPERIENCE OF THE CONSULTANT/S

The lead consultants must demonstrate the following qualifications and expertise:

- Advanced university degree in monitoring and evaluation, statistics, political science, rule of law, security, conflict management/ resolution, international relations, or other relevant field from the team involved;
- At least 7 years' experience and knowledge in designing and conducting capacity development program reviews, training of trainers, skills need analysis.
- Having exceptional ability in critical and strategical thinking and drawing practicable recommendations and policy briefs from program reviews.
- A minimum of 10 years' relevant professional experience in Somalia
- Previous experience and extensive local networks working with Somali institutions (e.g. FGS Ministries and FMS preferred. Local firms with pool of experienced national consultants have an added advantage.
- Share evidence of prior similar assignments.
- Fluency in English (verbal and written), Somali is an added value.

8. AWARD CRITERIA

NIS will evaluate proposals and award the contract based on technical and financial feasibility[1] and reserves the right to accept or reject any proposal received without explanation and is not bound to accept the lowest bidder. Bidders who fail to provide valid legal documentations (e.g., registrations, valid tax compliance certificates etc.) will not be considered for this consultancy.
Award of the contract will be based on a combination of the following criteria:

1. Understanding of the assignment and experience/ expertise of the consultant relevant to the assignment:
   - Demonstration of clear interpretation of the TOR, study design and required qualifications and their relevance to the assignment: 15 marks
   - Key expertise required for the assignment for the lead consultant/s and the assessment team (as per ToR): 15 marks

Subtotal: 30 marks

2. Adequacy and quality of the proposed methodology and work plan in achieving objectives and deliverables outlined in the ToR:
   - Technical approach and methodology and clarity of data collection tools; and proper integration of gender and inclusion dynamics in the assessment areas/components: 15 marks
   - Work plan and proposed activities timelines: 5 marks
   - Understanding of and demonstrated experience operating in insecure environment: 5 marks

Subtotal: 25 marks

3. Understanding of the context
   - Proven experience in conducting impact evaluation studies in stabilization context in Somalia: 10 marks
   - Demonstration of mobility and access to programme areas: 5 marks

Subtotal: 20 marks

4. References
   - References from similar work done elsewhere (2-3 samples of similar reports needed): 5 marks
   - Demonstrated Value for Money of previous assignments: 5 marks
   - Past satisfactory experience with NIS will be desirable

Subtotal: 10 marks

5. Financial proposal (competitiveness of the vendor)
   - Price and Value for Money: 10 marks
   - Willingness to negotiate: 5 marks

Subtotal: 15 marks
Grand total marks: 100

NB: "NIS Foundation Promotes Gender Equality And Social Inclusion. Suppliers/Contractors/Consultants That Represent/Are Owned By Women, Male And Female Youth And/or Other Marginalized Groups Are Encouraged To Apply"

[1] *The selected consulting firm will be responsible for its own security, transportation, communications, accommodation, and insurance arrangements throughout the programme evaluation period.*