

**Supporting Community Peacebuilders and Government Officials to Promote Reconciliation in
Hirshabelle State**

Call for Tenders 2020-xxxxx-004

Public Tender

**Terms of Reference for Project Manager, Hirshabelle State, Somalia
(Contract for Consulting Services)**

1. Consultancy Description

The consultant will work as a Hirshabelle State-based project manager for the Berghof Foundation project on “Supporting Community Peacebuilders and Government Officials to Promote Reconciliation in Hirshabelle State” funded by the German Federal Foreign Office.

2. Context

Somalia is characterized by various types of conflict at different levels that have at their heart clan rivalry, resource scarcity, religious extremism and a lack of dealing with the past. There is an urgent need in Somalia to encourage and support conflict transformation and reconciliation in order to reduce violence, foster social cohesion, and ensure proper participation in the ongoing governance processes in the country. The Federal Government of Somalia (FGS) has recognized this need and has drafted a National Reconciliation Framework (NRF). The NRF provides a platform for coordinating the many ongoing initiatives with regard to reconciliation and peacebuilding in Somalia and will ensure a grass-roots approach to reconciliation, allowing for inclusive consensus building and using the strengths and assets of the Somali communities. An inclusive and participatory approach to addressing conflict in Somalia – a process that builds on the needs and voices of local populations – is essential in order to build a legitimate government at all levels of the country and to ensure that the societal groups in Somalia live together peacefully.

3. Project

The project begins with the understanding that Somali citizens in Hirshabelle State are well aware of the challenges to successful reconciliation and are motivated to address these challenges. Yet they do not necessarily have the capacity or means to do so. Therefore, this project intends to continue the work started in previous Berghof Foundation projects in Hirshabelle State by continuing to increase the knowledge and build the capacity of the Hirshabelle Insider Peacebuilders Network (IPN), directly supporting the mediation and reconciliation activities of the IPN on the ground, and strengthening the capabilities of the IPN by introducing digital networking and monitoring tools. Furthermore,

communication and cooperation between community-level actors for peace and the Hirshabelle police force and government officials will be strengthened.

The specific objectives of the project are:

- To support and empower local peacebuilders in their efforts to address conflict and support reconciliation.
- To support the Hirshabelle Insider Peacebuilders Network and its activities in order to make it more independent and sustainable.
- To build the capacity of Hirshabelle government officials in terms of conceptual training on conflict transformation and building peace in Somalia.
- To increase communication and cooperation between community-level actors for peace and government officials and police, thereby increasing trust between the citizens and the state and reducing communal conflict.

4. Main Tasks and Responsibilities

In close coordination with Berghof Foundation's headquarters in Berlin, the project manager tasks may include but are not limited to:

- Liaise with the Hirshabelle government officials and partners, Somali stakeholders and international actors
- Assist in coordinating the work of the Hirshabelle Insider Peacebuilders Network
- Coordinate the meetings and overall communication between the Network and government officials
- Provide administrative support for activities of the programme (workshops, meetings, etc.)
- Coordinate closely with Berghof Foundation team members in Somalia

In addition to the above list, the Berghof Foundation reserves the right to request deliverables not explicitly mentioned in the above list of tasks, but related to the scope of the present framework service contract.

5. Scope of the Service Contract

The consultant is expected to be based in Somalia, ideally in Hirshabelle State. For information purposes only, the total amount of the object of the present tender should in principle not exceed EUR 53,000 for the whole duration of the service contract. This information does not constitute any sort of contractual commitment or obligation on the part of the Berghof Foundation.

The duration of the service contract is envisioned to start as soon as possible and runs 11 months.

6. Supervision and Reporting

The successful candidate will report to the Berlin-based Project Manager and the Head of the sub-Saharan Africa Unit.

7. Qualifications

Applicants shall demonstrate that they fulfil the following criteria (to be assessed on the basis of all supporting documents listed in Section 9):

- Bachelor's degree in a relevant field, such as peace and conflict studies, political science, or international relations
- Relevant work experience in projects with peacebuilding actors and with a thematic focus on dialogue, mediation or reconciliation processes
- Excellent knowledge and regional experience in Somalia; contacts and experience with government actors in Hirshabelle State considered a plus
- Strong organisational, management and communication skills
- Excellent verbal and written language skills in English and Somali are essential
- Good networker with the ability to engage with a range of stakeholders

Applicants should bring the following additional skills:

- Strong ability to work as part of a team as well as independently
- Strong empathetic skills
- Ability to work under pressure
- Curiosity, passion, and perseverance

8. Excluding and Awarding Criteria

Excluding criteria:

- Not being able and willing to work in Somalia
- No Bachelor's degree in a relevant field, such as peace and conflict studies, political science, International Relations or similar
- Insufficient *multipartiality*¹
- No contacts in Hirshabelle State
- No Somali or English language skills

¹ Will be assessed based on a final interview and background checks with our Somali partners. For an overview of the concept of *multipartiality*, see: <https://www.berghof-foundation.org/en/featured-topics/multipartiality/>

Awarding criteria

The independent service contract will be awarded based on the most economically advantageous tender, according to the ‘best price-quality ratio’ award method.

- The quality of the tender will be evaluated based on the following criteria (80%):

	Quality Assessment	Points (max.)	Weighting of points	Maximum Points
	80%			
1	Previous work in/on Somalia; ²	5	3	15
2	Previous work experience in projects/processes with a thematic focus on dialogue, mediation and/or reconciliation; ³	5	2	10
3	Quality and kind (Contextual knowledge, networks, conceptual knowledge,) ⁴	5	3	15
4	Additional skills (management, facilitation, communication) ⁵	5	2	10
	Total			50

- The weight of the financial offer is 20%, which corresponds to 12.5 points (maximum). The offer with the lowest price will receive the maximum number of points. The subsequent bidders will each receive a deduction on the maximum number of points, which corresponds to the percentage deviation of the total price of their bid from the lowest bidder.
- Tenderers are requested to specify a monthly rate in EUR (in Annex II)
- The Berghof Foundation will reject tenders in which no financial offers are proposed.

The Berghof Foundation reserves the right to hold interviews with the best 3 eligible tenderers.

9. Application Procedures

The Consultant must submit the following documents to application.africa@berghof-foundation.org by 1.12.2020:

- A cover letter (in English)
- A detailed CV including a track record of previous experiences and professional capacity
- Diplomas & certificates
- Tender Application (Annex 2)
- Quotation template/price sheet (Annex 3)

² Less than 3 years’ experience: 3 points; 3 to 8 years’ experience: 4 points; more than 8 years’ experience: 5 points.

³ Dialogue: 2 points; mediation: 1 point; work on reconciliation: 2 points.

⁴ Contextual knowledge: 2 points; networks: 2 points; conceptual knowledge: 1 point

⁵ Management: 2 points; facilitation: 1 point; communication: 2 points

Evaluation will be based on the information provided in the submitted tender and a subsequent personal interview. Interviews will be held with three shortlisted candidates. The overall evaluation involves the following:

1. Verification of non-exclusion of tenderers on the basis of the exclusion criteria;
2. Selection of tenderers on the basis of the selection criteria;
3. Evaluation of tenders on the basis of the quality assessment criteria;
4. Triangulation of evaluation based on personal interviews.

For more information, please write to application.africa@berghof-foundation.org

Questions regarding the tender will be answered until 28.11.2020

10. Annexes

Annex I: Model of the Service Contract

Annex II: Tender Application