

02 September 2019

## Call for Expression of Interest

**OBJECT:** Call for Expression of Interest for partnership – Cordaid Humanitarian Aid in Afghanistan

*With the following, Cordaid aims to solicit interest from existing or prospective partners that wish to participate in the implementation of Cordaid - Humanitarian Aid projects from 2020 and can contribute complementary resources (human resources, knowledge, funds, in-kind contributions, supplies and/or equipment) to achieve objectives as agreed in a Project Partnership Agreement.*

The purpose of this Call for Expression of Interest is to identify eligible Civil Society Organizations (CSOs) for prospective partnership with Cordaid Afghanistan Country Office to ensure that people in fragile and conflict-affected societies are assisted in a respectful and dignified manner.

Eligible CSOs are invited to submit applications to be considered for partnerships to support the achievement of results for humanitarian aid outlined in Cordaid Afghanistan Humanitarian Aid and Resilience Response Plan 2018-2020.

Organizations that wish to participate in this Call for Expression of Interest are requested to email their submissions to Angela Mehri (Cordaid's HR officer) at [AMH@cordaid.org](mailto:AMH@cordaid.org) with the subject line "CSO Call for Expression of Interest – Humanitarian Aid"

By the **1st October 2019**. Applications must be submitted in English.

Any requests for additional information should be addressed in writing to [AMH@cordaid.org](mailto:AMH@cordaid.org). Cordaid responses to any queries or clarification requests will be made available by email or direct contact until the 28<sup>th</sup> of September 2019. An open session for face-to-face Q&A will be held on the 9<sup>th</sup> of September from 10:00 a.m. to 12:00 a.m. at Cordaid Kabul Office. For participants interested in the Q&A session please contact [AMH@cordaid.org](mailto:AMH@cordaid.org) before the 5<sup>th</sup> of September 2019, listing the questions to be answered and the details of participants.

Applications will be assessed by Cordaid's Partners Review Committee to identify CSOs that have the mandate, capacities and comparative advantage to support achievement of results using criteria outlined in section 3 below. It should be noted however that participation in this Call for Expression of Interest does not guarantee the CSO will be ultimately selected for partnership with Cordaid. Selected NGOs will be invited to discuss the possible partnership following applicable policy and procedures on partnership with CSOs.

Successful applicant CSOs will be informed by communication sent to the email that is indicated in the CSO's application submission.

## 1. Background

### 1.1 Mandate

Cordaid Afghanistan was established in 2001, with the aim of contributing building a stable and peaceful country. Cordaid Afghanistan's operations and systems are animated by its corporate mission which is "to reduce fragility and the vulnerability of people in fragile and conflict-affected societies."

Working in some of the world's most challenging environments and inspired by compassion, solidarity and subsidiarity, Cordaid's mission is to reduce fragility and the vulnerability of people where it is most needed and most difficult. Cordaid recognizes that the overriding challenge in fragile and post-conflict countries is restoring trust and social cohesion, at community level and between communities and the state. Thus Cordaid works right in the heart of communities, by mobilizing global networks, resources and knowledge helping people move beyond survival and live in dignity.

Wherever possible, Cordaid combines lifesaving humanitarian aid with the longer-term improvement of health care systems, economic opportunities and resilience, and the promotion of security and justice. Cordaid is currently implementing multi-purpose cash, shelter, WASH, short term income generation activities, and DRR projects in Uruzgan, Nangarhar, and Kunduz provinces as well as in drought affected areas. Project activities have also been initiated in Herat and Kandahar, while simultaneously providing livelihood alternatives in Balkh province. Cordaid has provided programmatic leadership while also ensuring that its operations and those of its local partners are implemented to the highest standards by focusing on human capital development and service delivery, citizen engagement and social inclusion.

Cordaid provide programmatic leadership and requires that its operations and those of its partners are implemented to the highest standards, complemented with the capitalization of best practices and lessons learned.

### 1.2 Cordaid Afghanistan Response Plan 2018-2020

Cordaid has been working with local partners in Afghanistan since 2001. In 2019, Cordaid will continue to work with these partners but will also work to increase its presence in specific operational areas where the sectoral approaches (Shelter and WASH) can be increased, elevated and mainstreamed with Health, Education, Protection and Livelihoods.

The overall goal of Cordaid's presence in specific geographical areas will enable a more pro-active and integrated response at the field level, side by side with partner agencies. This will facilitate overall complementarity and effectiveness of approach and implementation modalities while enhancing learning opportunities to local stakeholders and government institutions.

Cordaid humanitarian assistance contribution reached almost 60,000 people in 2018, who were affected by conflict and natural disasters including drought and returning residents. It is expected that Cordaid and its partners would further increase their contribution by being more responsive to localized needs, more integrated and focused in specific number of priority provinces covering a total of 70,000 affected by displacement and the negative impact of natural disasters.

Cordaid will focus its intervention on 3 Specific Objectives:

- Save Lives through the Provision of Immediate Basic Services;
- Rebuild Lives by Supporting the Provision of Assets, Rehabilitation of Basic Services and Increasing Peoples' Resistance to Future Hazards;

- Increase Access to Disaster Risk Reduction Measures and Multi-Stakeholder Services and Structures that Contribute to and Promote the Country's Social Contract.

Humanitarian assistance will include cash, food, hygiene kits for families and women, emergency shelter and winter kits, as well as sanitation services, provision of sustained access to safe drinking water, sensitization and capacity building training services.

The new partnerships will supply to Cordaid's need to consolidate and reinforce the gains already made in the current operational areas in order to ensure the sustainability of the investments made to date and to continue providing assistance to the vulnerable caseloads in these regions.

## **2. Application requirements and timeline**

The expression of interest shall include the following documentation (*the files need to be sent on a .zip format through WeTransfer*):

- Copy of CSO registration with the Ministry of Economy of Government of Islamic Republic of Afghanistan (registered organization from at least three years);
- Expression of Interest template (Annex 1 – from 2 to 3 pages) including proposed program activities addressing specific objectives outlined above and sectorial priorities. The Annex 1 should be provided on the organization letter head, signed and stamped and send it on a .pdf format;
- Organization Profile including mission and visions statements, organigram, main and sub offices addresses;
- Proven (minimum 2 years) technical expertise and experience including: activity factsheet for 2018/19 and list of current projects with location, project title, target area, total budget and donor information;
- Operational and Finance Management capacities (Staff policies and procedures, procurement guidelines, financial management, etc.);
- At least 2 references (from partners or donors);
- External organizational Audit Reports for the past 2 years (2017, 2018);
- Code of Conduct and PSEA policy;
- Self-declarations to be provided: conflict of interest / not being blacklisted / correctness of Information.

The deadline for requests of additional information/clarification is the 28<sup>th</sup> September 2019 while deadline for submission is **1<sup>st</sup> October 2019**. Review of submissions will take place on the following week and selected CSOs will be contacted for further information on the 14<sup>th</sup> October 2019 at the latest.

## **3. Process and timeline**

CSO submissions are assessed by the Partnership Review Committee in consultation with technical specialists, using the criteria outlined below. Only CSO submissions which comply with the requirements of the eligibility and exclusion criteria will be eligible for further evaluation.

Results from the first review will be used for purposes of mapping and selection of CSOs in relation to the specific results, sector and priorities outlined in section 1.2 above.

It should be noted that participation to this Call for Expression of Interest however, does not guarantee CSOs will be ultimately selected for a partnership agreement with Cordaid. Cordaid reserves the right to invite selected partners to elaborate on the information provided, agree on a face-to-face meeting,

visiting partner's facilities and project locations, review partnership activities and draft potential partnership agreements in accordance with Cordaid's' policy and procedures for partnership with CSOs.

### 3.1 Eligibility criteria

To be eligible, CSOs must:

- Be registered with the Ministry of Economy of Government of Islamic Republic of Afghanistan, for at least three years;
- CSO is registered as non- profit organization;
- Not be an entity named on any of the UN Security Council targeted sanction lists;
- CSO should has Human resources and financial/procurement policy;
- CSO should has a Code of conduct;
- CSO should has experience in working in the humanitarian sector, especially in WASH, ES&NFI, Food security and livelihoods, and Cash based interventions;
- CSO should be an active member of the clusters and ACBAR.

Will not be eligible, thus excluded from the selection process, CSOs that:

- Submit their Expression of Interest that are not sent via e-mail to the appointed officer (AMH@cordaid.org) before the specified deadline;
- do not include all required documents duly completed and signed or do not comply with specifications set in this Call for Expression of Interest;
- required documents are not submitted in English.