

EXPRESSION OF INTEREST (EOI)

For Partnership with National NGOs and CBOs

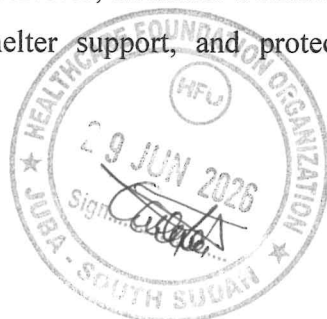
1. Background

The Healthcare Foundation Organization (HFO) invites qualified National Non-Governmental Organizations (NNGOs) and Community-Based Organizations (CBOs) to submit an Expression of Interest (EOI) for potential partnership in the implementation of humanitarian and development projects in South Sudan, particularly in hard-to-reach and vulnerable areas such as Jonglei, Upper Nile Unity, Northern Bhar El Gahzel Warrap, Central Equatoria, AAA, PAA and other priority locations.

HFO is a national non-governmental organization with extensive experience in delivering integrated, multi-sectoral humanitarian interventions across South Sudan. The organization operates in complex emergency and recovery settings, with a strong focus on Health, Nutrition, WASH, Food Security and Livelihoods (FSL), Shelter and Non-Food Items (S/NFI), and Protection mainstreaming. HFO works closely with national and state-level authorities, County Health Departments (CHDs), community leaders, and humanitarian coordination platforms, including clusters and donors, to ensure effective, accountable, and needs-based service delivery.

Through this EOI, HFO aims to identify and collaborate with competent, locally rooted partners that have demonstrated operational presence, community acceptance, and technical capacity to implement programs in challenging environments characterized by flooding, displacement, limited infrastructure, and access constraints. The partnership approach emphasizes localization, capacity strengthening, accountability to affected populations, and adherence to humanitarian principles, including neutrality, impartiality, and independence.

Selected partners will contribute to the delivery of lifesaving and resilience-building interventions, including primary healthcare services, nutrition treatment and prevention, water and sanitation improvements, emergency shelter support, and protection services, while ensuring quality



programming, strong monitoring and reporting systems, and compliance with donor and cluster standards.

This EOI process will support HFO in establishing a pre-qualified pool of partners for upcoming projects funded by institutional donors, pooled funds (such as SSHF), and UN agencies, ensuring timely and effective response to humanitarian needs across targeted locations.

The partnership aims to deliver integrated services in the following sectors:

Sector	Description
Health	Primary and Secondary health care, disease prevention, outbreak response
Nutrition	CMAM, MIYCN, nutrition screening and treatment
WASH	Water supply, sanitation, hygiene promotion
FSL	Livelihoods, food security interventions
Shelter/NFI	Emergency shelter and non-food item support
Education	Access to Education, Teacher Support and Capacity Building
Peace building	Social Cohesion and Trust-Building, Youth Engagement and Empowerment
Protection	GBV, child protection, PSEA, protection mainstreaming

2. Objective of the EOI

The objective of this EOI is to:

- Identify capable local partners with strong operational presence
- Assess technical and institutional capacity
- Establish a roster of pre-qualified partners for future projects



3. Eligibility Criteria

Interested organizations must meet the following minimum requirements:

Criteria	Requirement
Legal Status	Registered in South Sudan or relevant country
Experience	Minimum 2–3 years of operations
Sector Expertise	Experience in at least one relevant sector
Geographic Presence	Active in target locations
Governance	Functional Board and management structure
Financial Systems	Basic finance and procurement systems
Compliance	Commitment to humanitarian principles and accountability

4. EOI Application Form

A. Organization Profile

Field	Details
Organization Name	
Acronym	
Year of Establishment	
Registration Number	
Physical Address	
Contact Person (Name & Title)	
Email Address	
Phone Number	



B. Organizational Capacity

Item	Response
Vision and Mission	
Target Locations of Operations	
Number of Staff (Permanent)	
Number of Staff (Temporary)	
Availability of Technical Staff	

Core Areas of Expertise (Tick):

Sector	Tick
Health	<input type="checkbox"/>
Nutrition	<input type="checkbox"/>
WASH	<input type="checkbox"/>
FSL	<input type="checkbox"/>
Shelter/NFI	<input type="checkbox"/>
Education	<input type="checkbox"/>
Peace Building	<input type="checkbox"/>
Protection	<input type="checkbox"/>



Description of Past and Current Projects (Last 3 Years):
(Provide summary below 200 words)

C. Technical Experience

Provide details of at least 2-3 similar projects:

Project Name	Donor	Location	Sector	Budget (USD)	Duration	Role



D. Financial & Administrative Capacity

Indicator	Yes/No	Details
Finance Manual Available	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Procurement Policy Available	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Audit Conducted (Last 2 Years)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Bank Name		
Number of Signatories		

E. Logistics & Operational Capacity

Item	Details
Offices/Warehouses in Field Locations	
Available Assets	(Vehicles, Boats, Motorcycles, etc.)
Experience in Hard-to-Reach Areas	

F. Monitoring, Evaluation, Accountability & Learning (MEAL)

Component	Details
Data Collection Tools	(e.g., Kobo, DHIS2, ODK)
Reporting Experience	(e.g., SSHF, UN Agencies)
Community Feedback Mechanisms (FRM)	

G. Compliance & Safeguarding

Policy	Yes/No
Code of Conduct	<input type="checkbox"/> Yes <input type="checkbox"/> No
Safeguarding/Protection Policy	<input type="checkbox"/> Yes <input type="checkbox"/> No
PSEA Policy	<input type="checkbox"/> Yes <input type="checkbox"/> No



H. Declaration

I certify that the information provided is accurate and complete.

Field	Details
Name	
Title	
Signature	
Date	

5. Required Documents (Bid Submission Requirements)

A. Mandatory Documents

Document	Required (✓)
Certificate of Registration	<input type="checkbox"/>
Constitution / Articles of Association	<input type="checkbox"/>
Organizational Structure (Organogram)	<input type="checkbox"/>
Valid Tax Clearance Certificate	<input type="checkbox"/>
Latest Audit Report (Last 1–2 Years)	<input type="checkbox"/>
Financial Policies & Procedures Manual	<input type="checkbox"/>
Procurement Policy	<input type="checkbox"/>
Safeguarding / PSEA Policy	<input type="checkbox"/>
CVs of Key Staff	<input type="checkbox"/>



B. Technical Documents

Document	Required (✓)
Organizational Profile	<input type="checkbox"/>
List of Past Projects with References	<input type="checkbox"/>
Recommendation Letters (Minimum 2)	<input type="checkbox"/>
Evidence of Field Presence	<input type="checkbox"/>

C. Financial Documents

Document	Required (✓)
Bank Account Details (Proof)	<input type="checkbox"/>
Sample Budget from Previous Projects	<input type="checkbox"/>
Proof of Financial Management Capacity	<input type="checkbox"/>

6. Evaluation Criteria

EOIs will be evaluated using the following criteria:

Criteria	Weight (%)
Organizational Capacity & Experience	25%
Technical Expertise	25%
Presence in Target Locations	20%
Financial & Administrative Systems	20%
Safeguarding & Compliance	10%
Total Weight	100%



7. Submission Guidelines

Item	Details
Deadline	15 th July 2026; 5:00 PM CAT.
Location	Tender Box: HFO HQ office Juba Tongpiny Kololo Road Opp. UNIDOR
Subject Line	EOI Submission – [Organization Name]
Format	PDF (Single Compiled Document Preferred)

8. Important Notes

- Submission of EOI does not guarantee partnership
- Only shortlisted organizations will be contacted
- Due diligence and capacity assessment will follow

