



REQUEST FOR EXPRESSIONS OF INTEREST FOR CAPACITY SCOPING FOR WOMEN-LED ORGANIZATIONS (WLO's) BY OXFAM.

OXFAM IN SOUTH SUDAN

RE: Letter of Invitation to Submit Eoi to Participate in Capacity Scoping - JUBA NA BARI AREA

JUBA- SOUTH SUDAN

The following procedures have been established by Oxfam South Sudan to facilitate the scoping exercise for WLO's:

1. Procedures

- 1.1. The Local/national women led organizations (WLO) are invited to submit expression of interest and intends, expressing the organizational competencies in all required areas.
- 1.2. When submitting your EOI consider completing all relevant requests to increase your chance of satisfying the current stage and qualify for the next stage.
- 1.3. You acknowledge that all documents submitted as part of your Expression of Interest (EOI) will become the property of Oxfam South Sudan and will not be returned to you.
- 1.4. All costs incurred in preparation of your Eoi must be borne by you; Oxfam South Sudan will not be liable to reimburse any or all such costs.

2. Documents to be submitted

- 2.1 Submit an Expression of Interest (Eoi) of not more than 10 pages.

3. Form of submission and closing date

- 3.1 The Expression of Interest document should be prepared as one original document and submitted via email with the subject titled: "***Expression of Interest for Capacity Scoping - WLO***".
- 3.2 The deadline for submission of the document is before closure of business ***Friday 8th March 2024***
- 3.3 Direct your expression of interest to below contact:

Submit the application to email: JubaQuotations@oxfam.org.uk

And For Queries, please reach out to us via email: mnelson@oxfam.org and CLundambuyu@oxfam.org.uk





THE TERMS OF REFERENCE

Background	<p>Oxfam Background</p> <p>Oxfam, an international non-governmental organization, has been actively engaged in humanitarian and development assistance in South Sudan for over 40 years. Our mission involves collaborating with others to alleviate poverty and reduce suffering. Our programmatic strategy focuses on saving lives, building resilient livelihoods, advancing gender justice, promoting good governance, and fostering active citizenship and promoting transformative education through a nexus approach that includes humanitarian response, development, and peacebuilding efforts. These initiatives are supported by robust policy influencing and advocacy capacities implemented in partnership with local and national non-governmental organizations (NGOs). Currently, Oxfam operates in five field offices: Akobo, Nyirol, and Uror in Jonglei, Pibor in Greater Pibor Administrative Area (GPAA), Rumbek supporting Lake State, with its headquarters located in Juba, Central Equatoria State (CES).</p> <p>Background of Local Humanitarian Leadership/localization and Partnership work.</p> <p>Oxfam's partnership with local humanitarian organizations in South Sudan can be traced back to 2007 in Rumbek. During the period of stability and well-directed development agenda in South Sudan around 2012 to 2013, Oxfam scaled up its partnership ambition to various operation locations such as Upper Nile, and Jonglei. However, the national conflicts that occurred from 2013 to 2016 affected Oxfam's ambitions, leading to a shift towards direct implementation of humanitarian intervention with limited partner involvement. Despite the challenges, Oxfam continued working with partners on a smaller scale from 2013 to 2021, particularly in relatively stable regions, implemented scores of projects together.</p> <p>From 2021 to the present, Oxfam has embarked on an ambitious scale-up effort, with a stronger commitment to localization in the Oxfam Country Strategy 2022-2026. This includes dedicated personnel and engagement with over 17 partners for the implementation of multiple grants.</p> <p>The relationship with our partners has historically been transactional and tactical in nature. We however made deliberate journeying towards strategic and transformational partnerships with focus on jointly co-creating programs, embracing a high level of mutual accountability, enhancing partners' capacity, sharing risks, and providing value-added support, while ensuring increased funding for effective delivery and operational costs and implementing strategic partnership with partners with demonstrated capacity.</p> <p><u>Purpose of the scoping.</u></p> <p>Oxfam in South Sudan organized capacity scoping of women led Organization with aim to increase at least five (5) feminist organization to its partnership.</p>
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	<p>The process is open and competitive for qualified local/national women led organization in South Sudan with special privilege permit to partners with presence in Oxfam operational locations.</p> <p>The scoping exercise will involve two processes including desk review of the application and field capacity conversation partners shortlisted during desk reviews.</p>
Geographical location	National level -With specific focus on Oxfam operational location -CES, Jonglei, Lakes, GPAA, EES, WBS and WES.
Target partner	Women Led Organizations (WLO's)
Terms and Condition application	<ol style="list-style-type: none">1. The applying organization must be women formed, women led/feminist organizations.2. The NNGO must have certificate of Registration issued by RRC; NNGO without valid certificate from RRC will not be considered for review,3. The submitted EoI must be from NNGO; any EoI that comes from INGO, consultancy firm, company limited etc with no proof of charity work will not be long listed and document not considered for review,4. All NNGO who have satisfied basic standard will be long listed and given chance for the evaluation committee to assess their EoI document.





STANDARD ASSESSMENT CRITERIA AGAINST SCORES

Thematic/Sector	Criteria	Description	Score (%)
Strategic Fit (Governance & Management)	Legality, Local experience, and presence	<ul style="list-style-type: none"> Does the organization have valid certificate of registration from RRC. Does the organization have BoD with proof of list of Board on constitution and clearly indicated terms of office. Is the BoD of the organization functional with proof of their function provided. Does the organization have valid strategic document including strategic plan, country operational plan. Do the partners have their organization vision, mission, and strategic objective in line with Oxfam in South Sudan strategic visions and pillars. 	15
Programmatic	Technical Sector expertise and experience	<ul style="list-style-type: none"> Partners are expected to provide relevant information of their organization sector of expertise solidly justified with experience of past years of projects executed. Partner to justify their local experience and presence. Does the partner have an office in Oxfam operational locations with personnel. Has the partner implemented integrated Programme in the location in the last 2 to 3 years. Proof of Registration in the geographical area. In summary the partner should inform in submission of letter proving its operation in the location (state, County) experience and if has implemented project in the county in the last 2 to 3 years. Experience of staff involved in its project implementation. What is the partner MEAL capacity demonstrated. How relevant is its sustainability and exist strategies. 	25
	Cross Cutting Sector	<ul style="list-style-type: none"> Does the organization have safeguarding policy. What does the safeguarding policy stipulate on reporting channel, investigation process, confidentiality, and survivor protection. Does the organization have safeguarding risk assessment for its existing projects proofs submitted. Are there dedicated departments to oversee safeguarding. Does the organization have Gender policy in place. Does the organization have established gender department. Does Organization have child protection policy and dedicated department for that. 	15





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Finance	Capacity & Cost effectiveness	<ul style="list-style-type: none">• Does the partner have financial policy and procedures in place?• Does the partner have good financial systems and records in use?• Does the partner have finance staff to manage the fund?• Does the partner have authorization procedures/policy in place?• Does the organization have capacity to contribute resources towards implementation of the project?• Does the partner have audited report and samples of finance report	15
Logistic	Capacity/fit	<ul style="list-style-type: none">• Does the partner have good logistic systems in place?• Does the partner have Logistic HR to manage the procurement, fleet and others?• What are the procurement procedures/process in place?• Does the partner have Logistic policy in use and how relevant is it?• What is the partner assets record keeping capacity?• What is the partners stock and warehouse management capacity?• What is the fleet capacity of the partner?• Does the partner have security guideline and procedures in place?• Does the partner have annual Logistic report?	10
HR	Capacity/Fits	<ul style="list-style-type: none">• What is the organization's structure?• Does the partner have HR systems in place?• Does the partner have records for staff file and payrolls?• Recruitment process and procedures• Legal compliance in taxation, insurance etc• Does the partner have approved HR manual/policy being used?	10
Others	Non-negotiable	<ul style="list-style-type: none">• Partners capacity and contribution in the relationship,• The partner capacity in managing and mitigating fraud and corruption from happening,• The partners capacity in managing and mitigating aid diversion and terrorism financing.• The stakeholders (government and community) feedback about the organization performance.	10





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