

1. Please can HPA please confirm is consulting firms are eligible to bid on the tender?

Yes

2. Please can you clarify what are the criteria that will be used to score the technical and financial proposals?

Please refer to requested details under point 11 of the TOR that detail the areas to be used for scoring.

3. Can you please clarify which is the most important component of the assignment - the operations research or the end of project evaluation? Are they both contractual obligations to the EC?

We anticipate the work for the final evaluation to take up a larger aspect of the research but both components will be deliverables for the work to be shared with the EC.

4. Can you please confirm if the operations research relates only to one shelter home in Hargeisa that has been run by WAAPO?

The operational research will mainly focus on one Shelter Home in Hargeisa run by WAAPO. But, it is suggested that the research paper should mention the services being provided in the Shelter home in Burao run by WAAPO.

5. The ToR states that there are four project sites: Maroodi Jeex, Sahil and Togdheer (particularly Burao District) regions, but also states there are three pilot locations: Maroodi Jeex, Sahil and Burao. Then there is the shelter home in Hargeisa. Could HPA please clarify how many sites there are in total, and which sites are pilot sites, full project sites and shelter home sites?

The project specifically supports activities in three regions (Maroodi Jeex, Sahil and Togdheer (particularly in Burao district). There are two shelter homes one in Hargeisa which is in Marodi jeex region and the second one in Burao (Togdheer region). The Burao shelter home is a new site and is operational since mid 2018, whereas Hargeisa shelter home is operational in the beginning of the project.

6. Where do WAAPO and NAFIS have project interventions? Where are their offices located? The ToR also mentioned 30 grassroots CSOs. Can you please confirm where these are located?

WAAPO and NAFIS have operations mainly in Maroodi Jeex and Togdheer regions and have their offices. NAFIS is a network of 30 grassroots CSOs and their members are spread across all the regions. WAAPO and NAFIS central offices and coordination centres are in Hargeisa (the capital of Somaliland).

7. Does the project have a VfM plan that has been used to measure VfM over the last three years?

Not so far, therefore the consultant's can measure this in any way.

8. The ToR mentions the use of project pilots and pilot locations. As the project is coming to any end does HPA have a confirmed source of funding for the subsequent phase and potential scale up on the STOP project, or SGBV interventions that have been piloted on the project?

The research will look at the project that has taken place over the past three years in the absence of details for any further stage or scale up.

9. Does HPA have final reporting templates already agreed with the EC for both the operations research and the evaluation? Can you confirm how long the reports will be?

Format and template can be proposed by the consultant to be agreed at inception phase. The report should not be more than 40 pages excluding the annexes, but all in all the report should have the main components of the report with special focus on results, discussion and recommendations.

10. What are the dates agreed with the EC for final submission of both reports? We ask this as we are fully cognisant that even with the best laid plans activities on the ground can sometime be slightly delayed and so a fixed 30 day period could be at risk if any unexpected delays in Somaliland occur

Final approved reports must be received before end of June 2019.

11. The ToR mentions that HPA will provide transport to and from the field and during the field work. Can you please clarify if this means transporting the team from Hargeisa to the evaluation/research sites, and moving the team around between sites during the evaluation and research?

Confirmed.

12. Will HPA be responsible for providing security during the transport that is related to the field work?

HPA can arrange security (Special Protection Unit personnel) and vehicles. Security only required when international / foreign nations travel to the regions. No security is required within the city limits. At present SPU hiring charge is 10 - 15 USD per day / per person and the vehicle charge to carry SPUs is approx. US\$ 100 to \$ 120 to travel to other region / day. It is suggested to add these costs in the proposal based on number of trips and whether there will be any international (non-Somali) traveling to the field.

13. Is there a team of five that were involved in the evaluation (including data collectors) does HPA have the transport capacity to move the team around? Can HPA clarify is bids should budget for any transport needs or if this will be covered entirely by HPA?

PA can arrange transportation through its local vendors / transportation companies. The cost per vehicle per day is \$70 within city and US\$ 100 to US\$ 120 to the regions. It is suggested to all these costs in the proposal.

14. Can you please clarify what is expected to be included within the 15 pages of the proposal limit (as expressed in the ToR) and what can be included in the annexes? Do pages such as cover page, contents, acronyms and exec summary count towards the 15 pages even though they are not pages that score points against any scoring criteria?

The consultant focus should be mostly on the methodology that will be used during execution of evaluation

15. Are direct project overhead costs eligible expenses that can be included in the financial proposal? Is it permissible to express these as a percentage of the total budget? If not, please can you clarify how HPA would like overhead costs to be presented?

Please present your budget in whichever way you would like, whether overheads are shown as percentage or otherwise.