



INTERNATIONAL RESCUE COMMITTEE (IRC)

BID NOTICE

IRC Somalia – Mogadishu Office

The International Rescue Committee, hereinafter referred to as “the IRC”, is a non-profit, humanitarian agency that provides relief, rehabilitation, protection, resettlement services, and advocacy for refugees, displaced persons and victims of oppression and violent conflict. With the funding of different donors, IRC has been working in Somalia since 2007, providing essential services to conflict and disaster affected communities in Galmudug, Banadir, Puntland and Southwest states/regions of Somalia.

The intent of this Request for Proposal (RFP) is to secure competitive bids and proposals to select Market Systems Resilience Analysis consultancy firms, for the IRC Somalia Program in Mogadishu office to provide the following services:

ITEM REFERENCE	SERVICE DESCRIPTION
2SOM/SOMOG/DF248/001/2024	CONSULTANCY SERVICES FOR CONDUCTING BRCiS III MARKET SYSTEMS RESILIENCE ANALYSIS (MSRA) IN MUDUG, GALGADUD, LOWER JUBBA AND BAY REGIONS OF SOMALIA.

Interested and suitably qualified consultancy firms can access and download the tender documents from advert website www.somaliangoconsortium.org or <https://www.somalijobs.com> or <https://www.rescue.org/procurement-policies-and-bid-opportunities>. Duly filled and completed Technical and Financial Bid documents shall be submitted in one email to somalia.tender@rescue.org.

Deadline for submission of bids is **22nd December 2024 by 4.30pm East African Time**. Late submission of bids will not be accepted.

For any clarification of any part of the Tender Document shall be sought from: The tender committee, IRC, at the email address SO-procurement@rescue.org.

***IRC is not bound to accept the lowest priced bid or any bid that is submitted.
Any form of canvassing will lead to automatic disqualification.***

International Rescue Committee
(SOMALIA COUNTRY PROGRAMME)

Request for Proposal (RFP)

**CONSULTANCY SERVICES FOR CONDUCTING BRCiS III MARKET SYSTEMS
RESILIENCE ANALYSIS (MSRA) IN MUDUG, GALGADUD, LOWER JUBBA
AND BAY REGIONS OF SOMALIA. BRCiS III MARKET SYSTEMS RESILIENCE
ANALYSIS (MSRA).**

(Reference No. 2SOM/SOMOG/DF248/001/2024)

Planned Timetable	
Issue Request for Proposal	8 th December 2024
Questions from Suppliers due date	13 th December 2024
Answers to Suppliers questions due date	16 th December 2024
Bid submission due date	22nd December 2024– 4:30pm East Africa Time
Bid Opening and Evaluation date	23 rd December 2024
Suppliers visit if applicable	26 th December 2024
Award of Business	TBD
Contract start	TBD

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A. INTRODUCTION

1. *The International Rescue committee*

The International Rescue Committee, hereinafter referred to as “the IRC”, is a non-profit, humanitarian agency that provides relief, rehabilitation, protection, resettlement services, and advocacy for refugees, displaced persons and victims of oppression and violent conflict.

2. *The Purpose of this Request for Proposal (RFP)*

It is the intent of this RFP to secure competitive proposals to select Supplier(s) for the International Rescue committee-Somalia Program to provide **Consultancy Services for Conducting BRCiS III Market Systems Resilience Analysis (MSRA) in Mudug, Galgadud, Lower-Jubba and Bay regions of Somalia.**

The Consultancy Firm will be conducting participatory market system assessments in

1. Milk (Storage, Transportation and value addition) Galkayo, Mudug Region
2. Fodder: Adaado, Galgaduud Region
3. Livestock (Camels and Goats): Galdogob, Mudug Region
4. Vegetables: Kismayo, Lower Juba region &
5. Sorghum: Diinsoor, Bay region of Somalia.

All qualified and interested Suppliers are invited to submit their proposals.

The winning bidder(s) will enter into a fixed price **Service Agreement** up to the completion of the requested services. Bidders shall be domiciled in and shall comply with all Government Regulations to operate in (FGS, Puntland, Galmudug, Southwest and Jubbaland). Bidders shall be regular taxpayers and shall furnish a copy of their operating license/certificate of registration valid for the fiscal year (2024/2025). Bidders shall not be under a declaration of ineligibility for corrupt or fraudulent practices.

3. *Cost of Bidding*

The Bidder shall be responsible for all costs associated with the preparation and submission of its bid, and IRC hereinafter referred to as “the Purchaser”, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. THE BIDDING DOCUMENTS:

4. *The Bidding Documents*

The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents prepared for the selection of qualified suppliers. Failure to furnish all information required as per the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in bid rejection.

The Bidding documents shall include the following documents:

- *The Request for Proposal – RFP (this document).*
- *Terms of Reference – **Annex 1***
- *Comprehensive work plan as per Terms of Reference – **Annex 3***
- *Intent to Bid – **Annex 4***
- *Vendor information form – **Annex 5***
- *Financial Proposal/Price Schedule – **Annex 2***

5. Clarification of Bidding Documents

A prospective Bidder requiring clarification of the Bidding Documents may notify the Purchaser in writing at (SO-Procurement@rescue.org). The request for clarification must reach the purchaser not later than (13th December 2024). The Purchaser shall respond by e-mail providing clarification on the bid documents no later than (16th December 2024). Written copies of the Purchaser's response (including an explanation of the query but without identifying the source of inquiry) shall be communicated to all prospective Bidders which express an intention to submit bids.

C. PREPARATION OF BIDS:

6. Language of Bid

The Bid and all related correspondence and documents exchanged between the Bidders and the Purchaser shall be written in (English Language). Any printed literature furnished by the Bidder and written in another language shall be accompanied by a (English) translation of its pertinent passages, in which case, for purposes of interpretation of the bid, the (English Language) version shall prevail.

7. Documents Comprising the Bid

The submitted bid shall include the following information. Failure to provide all requested information or to comply with the specified formats may disqualify the Bidder from consideration.

Eligibility documents that will be checked before technical evaluation (Preliminary Evaluation)

- A Certificate of Business Registration Somalia Federal Government Ministry of Commerce and state level
- Certificate of Tax clearance/payment
- Bank statements of the company covering the last 12 months.
- Financial proposal /Price Schedule, complete and stamped without alteration (**Annex 2**).
- Intent to bid form, completed, signed, and stamped (**Annex 4**).
- Vendor Information form completed and signed (**Annex 5**).

Technical (Folder)

- Bidder's Key Personnel with CVs
- Consultancy profile
- Comprehensive technical analysis plan and presentation of the assessment execution as per the TOR – **Annex 1**
- Evaluation questions and Methodology
- Three (3) References from current or past clients (at least in the last one year) and the same clients should appear on the Vendor Information Form **Annex 5**.
- Comprehensive workplan as per the Terms of Reference - **Annex 3**
- Past experience with proof of evidence for example contracts and reports

Financial (Folder)

- **Annex 2:** Bidder's Basic Price, Rates and Total amount (Financial Proposal/Price Schedule)
- Other important documents bidder needs to be attached to support his/her bid.

8. Bid Prices.

The Bidder shall clearly indicate the unit price of the goods/services it proposes to supply. All unit prices shall be clearly indicated in the space provided in the price schedule, and all unit prices quoted in the RFP response shall be agreed to be in effect up to when the contract is executed. The Bidder shall sign the price schedule and shall stamp the price schedule with the Bidding Company's seal where feasible.

9. Bid Currencies

All financial rates and amounts entered in the Bid Form and Price Schedule and used in documents, correspondence, or operations pertaining to this tender shall be expressed in **(United States Dollar (USD))**

10. Document Establishing Goods Eligibility and Conformity to Bidding Documents

Pursuant to Clause 7, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the Bidding Documents of all goods and services, which the Bidder proposes to supply under the Contract.

The Documentary evidence of the goods' and services' conformity to the Bidding Documents may be in the form of technical specifications, literature, drawings, data (tables, graphs etc.), and shall furnish:

- A detailed description of the goods' essential technical and performance characteristics.
- A clause-by-clause commentary on the Purchaser's Technical Specifications demonstrating the goods' and services' substantial responsiveness to those specifications or a statement of deviations and exceptions to the provisions of the Technical Specifications.

The Bidder may propose alternate standards, brand-names and/or catalogue numbers in its bid, provided that it demonstrates to the Purchaser's satisfaction that the substitutions are substantially equivalent or superior to those designated in the Technical Specifications.

11. Bid Security

For the Purpose of this Tender Process, Bid Security or Bond is not applicable.

12. Period of Validity of Bids

Bids shall remain valid for 90 working days after the date of bid opening prescribed by the Purchaser. A bid valid for a shorter period may be rejected by the Purchaser as non-responsive.

In exceptional circumstances, the Purchaser may request the Bidders to extend the period of validity. The request and the responses thereto shall be made in writing by letter or e-mail. A bidder agreeing to the request will not be required nor permitted to modify his bid.

13. Format and Signing

The original bid shall be signed by the Bidder or by a person or persons authorized to bind the Bidder to the contract. Financial proposal pages of the bid shall be initialed by the person or persons signing the bid and stamped with the Bidder's company seal.

Interlineations, erasures, annotations, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

Please note: A single bidder may not bid on the same tender via more than one company under his or her ownership. In addition, bidders having close relationships with other bidders (members of the same family, subsidiary, or daughter companies, etc.) may not bid on the same tender. This type of action, or any other action judged by the Purchaser to constitute collusive behavior, will lead to the bidder(s) being automatically eliminated from this tender and disqualified from participating in future IRC tenders. On the other hand, one bidder may submit more than one offer in response to the same tender only if the offers demonstrate clear differences in specifications, quality, lead time, and other characteristics of the goods and services offered.

D. SUBMISSION OF BIDS

14. Submission and Marking of Bids:

Bidder shall submit their bids to (somalia.tender@rescue.org), by **(22nd December 2024 – 4:30pm East Africa Time)**. Bids submitted after the deadline will not be accepted. The PURCHASER may, at its discretion, extend the deadline for the submission of bids, in which case all rights and obligations of the PURCHASER and Bidders, as documented in the RFP, will be applicable to the new deadline.

Format

The Bidder's proposal must include a technical proposal, eligibility documents as specified in clause 7 and a financial proposal, both of which must be addressed and submitted in one email or more to (somalia.tender@rescue.org).

Please refer to the list of items in clause 7

1. **Technical proposal** (inclusive of documents as articulated in clause 7 of this RFP i.e. Eligibility and Technical documents)
2. **Financial Proposal,**

A bid detailing the unit price only as included on Annex 2.

The bidder's proposal shall include technical proposal and financial proposal, in separate compressed folders clearly named **as above**.

The two zipped folders/proposals shall be shared online in separate compressed folders (PDF format) and submitted to IRC address indicated – Somalia.tender@rescue.org.

Hot to zip a folder.

Right-click the folder: *use your mouse and right-click on the folder you want to be compressed.*

Select “Sent to” and “compressed (zipped) folder”: *A menu will pop up. Hover your cursor over “send to” and then select “compressed (Zipped) folder” from the sub menu.*

This will automatically create a new Zipped folder containing all the files from the original folder. The new Zipped folder will have the same name as the original folder with “. Zip” added to the end.

15. Modification and Withdrawal of Bids

The Bidder may modify or withdraw its Bid after submission, provided that written notice of the modification, including substitution or withdrawal of the Bids, is received by the Purchaser prior to the deadline prescribed for submission of Bids.

The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched. No Bid may be modified after the deadline for submission of bids.

E. BID OPENING AND EVALUATION

16. Preliminary Examination

The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether bids are generally in order.

17. Evaluation and Comparison of Bids

Bids determined to be substantially responsive as per section 7 above will be considered and evaluated by the IRC Procurement Committee, with the below scoring criteria.

EVALUATION CRITERIA	Description	Weight (%)
Eligibility	<p>Refers to Bidder's ability to demonstrate that they have</p> <ul style="list-style-type: none"> Valid business registration, tax certificate, and all registration as required by the laws of Somalia Federal Government and ,Puntland, Galmudug, Jubbaland and Southwest states level. Bank statements of the company covering the last 12 months. Financial Proposal/Price Schedule, complete and stamped without alteration (Annex 2). Intent to bid form, completed, signed, and stamped (Annex 4). Vendor Information form completed and signed (Annex 5). <p>Eligibility criteria will be scored YES / NO. Yes, will proceed to full technical and financial evaluation and NO will be excluded from the next step.</p>	Preliminary to pass to the next stage
Technical analysis and quality approach proposal presentation and Narrations	<p>Refers to bidders' understanding of the task and interpretation of the terms of reference (Annex 1) and approach tailored on the understanding of the goal is to integrate the BRCiS III project focuses on building community resilience through a holistic approach that is participatory, area-based, and data-driven. BRCiS III key interventions aim to regenerate ecosystems, make livelihoods more resilient to shocks, and reduce risks related to market failure in Somalia, further reference is made to the detailed TOR – Annex 1.</p>	25%
Team knowledge and experience	<p>Refers to bidder's ability to demonstrate relevant experience, qualifications, skills, and technical knowledge of the services</p>	30%

	required for at least 3-5 years, experience working with IRC and other INGOs providing similar services (Experience in market systems development in developing and fragile contexts. Knowledgeable and experienced in Market Systems Resilience Analysis (MSRA) and or Market Systems Resilience Index (MSRI). Provide at least three Certificates of Completion or recommendations or links to previous work from past INGO, Government or UN clients for provision of project evaluation services.	
Delivery lead-time	Refers to Bidder providing the most advantageous work plan. Refers to ability to deliver services within the shortest lead time (Max one week lead time to mobilize to start the work)	5%
Financial Proposal	Refers to the offer price, including taxes, duties, and delivery charges. The best price quality ratio shall be prioritized. (Financial Proposal/Price Schedule Annex 2)	35%
Payment terms	Refers to the Bidder providing the most favorable terms of payment. The Purchaser payment terms are to pay within 30 calendar days of completion of the services and receipt of invoice.	5%
		100%

18. Contacting the Purchaser

Subject to Clause 5, no Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded, or the selected qualified supplier is announced.

19. Notification of Award

Prior to the expiration of the period of bid validity, the Purchaser shall notify the successful bidder in writing or where necessary by telephone that his or her bid has been accepted and selected for the Service Agreement for the specific services. At this stage IRC may also choose to negotiate with the selected bidder to finalize the offer.

F.CONTRACTING

20. Contract award and notification

The Purchaser shall award the Contract to the notified successful Bidder(s) whose bid has been determined to be substantially responsive and has been determined to be the best evaluated bid considering price and performance factors, provided further that the Bidder is determined to be qualified to enter into a Service Agreement and perform its obligations satisfactorily.

21. Warranty

The Supplier shall warrant that the goods to be supplied are new, unused, of the most recent or current models (products) and meet the Purchaser’s specifications.

The warranty shall remain valid for a period of time as may be specified by the supplier in the Bid and this warranty period shall be considered as one of the bid advantages and shall in no case be less than that which is provided for by (Somalia) Law if any.

22. Inspection

The Purchaser shall have the right to inspect the goods to confirm their conformity to the specification. The inspection will be conducted by assigned staff of the Purchaser or a reputed relevant consultant selected by the Purchaser.

In the future business relation, should any inspected goods fail to conform to the specification, the Purchaser may reject them, and the Bidder shall replace the rejected goods without extension of time except at the Purchaser's sole discretion.

23. Price Schedules and Location

Vendors interested in the provision of Goods and service to the IRC Somalia, Mogadishu Office should NOTE that this category apply to the above office.

List of Services for Agreement as per below Category is attached.

24. Service or consultant agreements

For service or consultant agreements time and material awards are not authorized unless it is the only suitable award, and a ceiling is established.

25. Disclaimer

The Purchaser reserves the right to alter the dates of the timetable.

The Purchaser does not bind itself to accept the lowest or any proposal.

G. ETHICAL OPERATING STANDARDS

1. Compliance to the IRC Way

The IRC Way: Standards for Professional Conduct ("The IRC Way"), the IRC's code of conduct, which can be found at: <https://www.rescue.org/page/our-code-conduct> and IRC's combating Trafficking in Persons Policy, which can be found at: <https://rescue.app.box.com/s/h6dv915b72o1rmapxq3vczbqxjtboyel>. The IRC Way provides three (3) core values - Integrity, Service, and Accountability – and twenty-two (22) specific undertakings.

The IRC Way provides, inter alia, that IRC does "not engage in theft, corrupt practices, nepotism, bribery, or trade in illicit substances." IRC's procurement systems and policies are designed to maximize transparency and minimize the risk of corruption in IRC's operations.

IRC requests that a supplier

- (i) informs IRC upon becoming aware that the integrity of IRC's business has been compromised during the RFP process, and
- (ii) Reports such events through IRC's confidential hotline, Ethics point, which can be accessed at www.ethicspoint.com or via toll-free (866) 654-6461 in the U.S., or collect (503) 352-8177 outside the U.S.

2. Bidder Non-Collusion Statement

IRC prohibits collusion and will disqualify all bids where collusion is detected. Collusion happens when related parties submit separate bids for the same tender. Collusion includes situations where:

- a) Members of the same family submit separate bids for the same tender.
- b) Separate companies owned by the same person submit separate bids for the same tender.
- c) Employees of a bidding company submit separate bids through companies they own for the same tender.
- d) Partners in a bidder submitting separate bids under their own names/ companies they own for the same tender.

It is collusion for a person to be involved in more than companies/ businesses submitting a bid to the same tender. Collusion will lead to IRC disqualifying the involved Individuals or companies from that tender as well as disqualify them from submitting bids for future tenders. In addition, IRC may share information relating to this collusion with other international aid organizations operating in the region leading to loss of business opportunities for the colluders.

ANNEXES:

Annex 1:	Terms of Reference
Annex 2:	Financial proposal/Price schedule
Annex 3:	Work plan
Annex 4:	Intent to bid.
Annex 5:	Vendor Information form



TERMS OF REFERENCE

BRCiS III MARKET SYSTEMS RESILIENCE ANALYSIS (MSRA) SOMALIA

ENDELINE SURVEY

1. Project Summary

Project Title	BRCiS (Building Resilient Communities in Somalia)
Project Type	Resilient Project
Project Duration	5 Years
Type of study	Project Market Systems Resilience Analysis (MSRA)
Study location	1.Milk (Storage,Transportation and value addition) Galkacyo, Mudug Region 2.Fodder: Adaado, Galgaduud Region 3.Livestock (Camels and Goats): Galdogob, Mudug Region 4.Vegetables: Kismayo, Lower Juba region & 5.Sorghum: Diinsoor, Bay region of Somalia
Donor	Foreign, Commonwealth & Development Office (FCDO)
Duration of the assignment	5 Months
Expected start of assignment	TBD

1 BACKGROUND/INTRODUCTION

Introduction

Somalia faces a complex and challenging protracted humanitarian situation, shaped by years of conflict, political instability, and recurring natural disasters. This multiplicity of challenges has left the country fragile, necessitating innovative strategies that layer both Market-Based Programming (MBP) and Market Systems Development (MSD) approaches, enabling improved financing for market actors across various value chains, and promoting inclusivity, leading to increased food availability, incomes and enhanced sustainability, and facilitating the resilience of market systems and the communities. Many actors, including UN agencies, NGOs, and local organizations, are actively involved in Somalia's relief efforts, providing emergency aid and support to affected communities. Traditional relief methods, while essential in the immediate term, have increasingly proven inadequate to addressing the underlying root causes of persistent vulnerability of livelihood systems and promoting long-term resilience. A blended nexus of Market Systems Development and resilience approaches and interventions, offer alternative solutions in addressing systemic issues, enhancing efficiency, and promoting scalable and sustainable long-term change.

BRCiS CONSORTIUM

BRCiS (Building Resilient Communities in Somalia) is a consortium led by the Norwegian Refugee Council (NRC) and includes organizations like the International Rescue Committee (IRC), Action Against Hunger (ACF), Concern Worldwide, Gaargaar Relief and Development Organization (GREDO), KAALO, and Save the Children (SCI). Funded by the FCDO, the BRCiS III project focuses on building community resilience through a holistic approach that is participatory, area-based, and data-driven. BRCiS III key interventions aim to regenerate ecosystems, make livelihoods more resilient to shocks, and reduce risks related to market failure. The program also supports local anticipatory and early action to immediate shocks. BRCiS leverages market-based programming and Market Systems Development (MSD) to enhance community economic resilience. By engaging local markets and private sector actors, it improves market infrastructure, finances value chain actors, and promotes inclusivity. This leads to increased food availability, sustainability, and resilience to shocks and stresses.

Market System Resilience Analysis Background and Scope

Market Systems Resilience (MSR) refers to the ability of market systems to withstand, adapt, and recover from shocks and stresses while maintaining their core functions. It emphasizes the need for markets to allocate resources, draw on system-level assets, and innovate to solve problems in the face of challenges. MSR analysis assesses resilience across multiple dimensions including market diversity, inclusion, collaboration, and feedback mechanisms, to measure how well market actors can absorb and adapt to shocks. The analysis helps identify gaps and informs interventions to enhance market system inclusivity, robustness, adaptation- ensuring markets continue to function even under stress, such as drought.

Building on previous Market Systems Resilience Assessments and in house reports and lessons, BRCiS III under the markets systems resilience component led by IRC, aims to facilitate improved resilience of key market systems for vulnerable actors such as smallholder agro-pastoralists, micro small and medium enterprises'(MSMEs)/businesses, and farmers in targeted locations in Somalia. Using the [USAID Market System Resilience Framework](#) , BRCiS III aims to conduct MSRAs to guide adaptation of consortium interventions addressing economic, social, environmental, health shocks. The MSRA exercise is expected to contextually utilize the [MSR framework](#)¹ to assess the resilience of BRCiS III priority markets in Somalia to shocks.

The consortium identified and prioritized sectors based on their contribution to the local economy. The final listed market below were chosen for their potential to impact on economic growth and poverty reduction, and social economic well-being of beneficiaries. These markets also offer opportunities for partnering with local actors to improve market performance. All parameters above have also been aligned with BRCiS III priorities, socio-economic growth indicators, scale, productivity, and potential for gender transformation in the roles and benefits of women.

Priority Markets for Resilience Analysis:

1. **Milk** (Storage, Transportation and value addition): Mudug-Galkayo
2. **Fodder:** Galguduud-Adaado.
3. **Livestock (Camels and Goats):** Mudug-Galdogob

¹ [Demystifying Market Systems Resilience - USAID](#)

4. **Vegetables:** Lower Juba-Kismayo
5. **Sorghum:** Bay-Diinsoor

The MSRA will focus on food systems that are crucial for the resilience of vulnerable and marginalized groups and may identify new sectors and support functions (Pest Management, Storage and Post harvest Handling) that are found relevant to further enhance resilience.

MSRA Scope of work:

1. Framework and Objectives of the MSRA

The BRCiS III Market Systems Resilience Analysis (MSRA) will target the above selected market systems and adapt [the USAID Market Systems Resilience Measurement Guidelines](#). The MSRA will involve creating a detailed analysis for each proposed market system and location, with specific intervention recommendations tailored for BRCiS III programming in selected locations. These recommendations will be discussed with BRCiS III field staff and will include technical guidelines for implementation, partner contacts, and suggested intervention pathways.

The Scope:

- To conduct a MSR analysis for targeted market systems in targeted priority areas listed above
- Facilitate at least five (5) co-design of market systems specific interventions with BRCiS field teams.

MSRA key activities include:

- 1) Literature Review and adaptation of TORs and tools
 - Review of the MSRA TOR, selected sectors, and past market studies to identify market information gaps and
 - Agree on specific district locations and complementary research questions with BRCiS CMU and Members. Research questions will focus on identifying behavioural and structural domain gaps for each of the prioritised market system – see [USAID MSRA framework](#)
 - Adaptation of the MSRA framework to each of BRCiS III prioritized markets above in the Somalia context.
 - Inception reporting
- 2) Data collection and analysis for each market
 - MSR orientation to BRCiS program team,
 - Mapping of each market systems stakeholder,
 - Training data collectors, pretesting of tools and data collection and cleaning- note: consultant will use his/her own data collection team.
 - Analysis of each market system’s resilience presenting key resilience capacities for development.
 - Presentation of preliminary findings to BRCiS CMU and Field Staff
- 3) Validation and Reporting
 - maintain iterative feedback/validation process with market actors and key stakeholders
 - Conduct co-design workshop, develop at least 5 MSR interventions pathway briefs with embedded MEL framework for the BRCiS Consortium.
 - Final reporting and submission to BRCiS.

Target Location and Potential Stakeholders:

Refer to above listed priority markets and regional locations. At-least five sectors will be analysed with each covering not more than three (3) districts. The MSRA consultants will engage key stakeholders/actors in the various market systems, with a specific attention to smallest actors who are at risk of exclusion from market systems, , women, youth, and marginalised community members and groups, local/district/regional/national leadership, relevant ministries, the business community (including small-scale traders, existing agri-preneurs, non-Agric sectors and innovative businesses in the markets), and relevant I/NGOs.

Outputs and Deliverables

- I. Inception Report comprised of the MSRA methodology and adapted tools/questionnaires.
- II. Each Market Sector Resilience Ranking and Analysis tools.
- III. PPT Presentation and summary to BRCiS CMU and PMG
- IV. Presentation of the research findings and recommendations in a validation and intervention design workshop with BRCiS Members.
- V. Raw and cleaned datasets and transcripts.
- VI. Comprehensive MSRA Report inclusive of a MSR interventions pathway brief, MEL framework, and potential MSR research areas for the consortium.

Ethical considerations: Shall include data protection, including informed consent from participants and maintaining confidentiality.

Duration and Working Schedule: The MSRA is projected to take about **5 months**.

ANNEX 2: Financial Proposal//Price Schedule

BRCiS III MARKET SYSTEMS RESILIENCE ANALYSIS (MSRA)

SOMALIA

Location: 1.Milk (Storage,Transportation and value addition) Galkayo, Mudug Region
2.Fodder: Adaado, Galgaduud Region 3.Livestock (Camels and Goats): Galdogob,
Mudug Region 4.Vegetables: Kismayo, Lower Juba region & 5.Sorghum: Diinsoor, Bay
region of Somalia.

No.	Description	Qty/Unit	Unit rate (USD) inclusive of tax	Total Amount (USD) inclusive of tax
1	Professional consultancy cost (LOE) (Technical team leader, Analyst, and data collectors)			
2	Other operation/travel costs (Hotel, Flights, Vehicles, Visa including stationeries and training of enumerators/data collectors)			
	Total amount			

All unit rates should have applicable taxes as IRC will not pay for any tax not included in the unit rate.

Signed and stamped this price schedule.

You are requested to:

- 1-Break your pricing for each of the services you will offer.
- 2-Attach the detailed list of individual items adding up to the total in the above table.
- 3-Provide information regarding any discounts.
- 4-Provide clear specifications of service.

Annex 3: Work Plan (Activity Schedule)

#	Activity Name	Duration in Weeks										
		1	2	3	4	5	6	7	8
1												
2												
3												
4												
5												
6												
7												
6												
7												
8												
9												
10												

The bidder may use extra pages to furnish additional information or may use other acceptable formats to illustrate the work schedule.

The bidder authorized signature and stamp.

Annex 4: Intent to Bid Form.



**International Rescue Committee, Inc.
Intent to Bid**

IRC Reference #: 2SOM/SOMOG/DF248/001/2024

Company Name _____

(Please indicate #1 or #2 below)

1. It is the intent of this company to submit a response to the (Title of RFP) Request for Proposal.

Please provide a name and email address for the person within your company that should receive notices, amendments, etc. that are related to this RFP:

Name _____

Phone _____

Email _____

Signature (If faxed) _____

Title of Person signing _____

Date _____

We realize that this is an intent to bid and in no way obliges this company to participate in this process.

2. This Company DOES NOT intend to participate in this RFP.

Name (Signature if faxed) _____

Title of Person signing _____

Date _____

Please fax or email this form at your earliest convenience to the attention of:

Name (YOU) _____

Fax _____

Email _____

Annex 5: Vendor information form

INTERNATIONAL RESCUE COMMITTEE

Vendor Information Form

**The information provided will be used to evaluate the Company before contracting with the IRC.
Please complete all fields.**

Fields marked (*) are mandatory.

Vendor Information

*Company\Organization Name *For individual consultants, provide legal first and last name	
*Any other names company is operating under (Acronyms, Abbreviations, Aliases) if any	
*Previous names of the company	
*Address	
*Website	
*Phone/Fax Numbers	Phone: _____ Fax: _____
*Primary Contact	First Name: _____ Last Name: _____ Phone Number: _____ Email: _____ Address: _____
*Email address of Accounts Receivable person or team	
*Email address to which Purchase orders should be sent	
*Number of Staff	
Number of Locations	
Avg. \$ Value of Stock on Hand	
*Name(s) of Company Owner(s) or Board of Directors or CEO	

*Parent companies, if any	
*Subsidiary or affiliate companies, if any	

Vendor's Initials

Financial Information

*Bank Name and Address	<u>Please include the full bank address, must include the country.</u>			
*Name under which company is registered at bank	<u>Also called Account Title. Example: International Rescue Committee (IRC)</u>			
*Specify Standard Payment Terms (Net, 15, 30 days etc)				
*Payment Method (select all that applies)	Payment by:	<u>Check:</u> Yes <input type="checkbox"/> No <input type="checkbox"/>	<u>Wire Transfer:</u> Yes <input type="checkbox"/> No <input type="checkbox"/>	<u>Cash:</u> Yes <input type="checkbox"/> No <input type="checkbox"/>
Vendor preferred Currency				
*Bank account number	<u>This field is to be completed upon notification of awarding of order/contract.</u>			
*Routing Number (Branch code/ Sort code if applicable)	<u>This field is to be completed upon notification of awarding of order/contract.</u>			
IBAN number (if applicable)	<u>This field is mandatory if payment requires an international wire transfer.</u>			
BIC/Swift code (if applicable)	<u>This field is mandatory if payment requires an international wire transfer.</u>			

Intermediary Banking Information *(to be filled ONLY if vendor payment requires an international wire transiting through an intermediary bank. The vendor can obtain this information from their corresponding bank.)*

*Bank Name and Address	<u>Please include the full bank address, must include the country.</u>
*Bank Branch code	<u>This field is mandatory if international wire transfer transits through an intermediary bank.</u>
*Bank account number	<u>This field is mandatory if international wire transfer transits through an intermediary bank.</u>
BIC/Swift code (if applicable)	<u>This field is mandatory if international wire transfer transits through an intermediary bank.</u>

Product/Service Information

List Range of Products/Services Offered	
Basis For Pricing (Catalog, List, etc.)	

Vendor's Initials

Documentations as applicable:

*Registration	Provided: <input type="checkbox"/>	Reasons:
	Not provided: <input type="checkbox"/>	
*Tax ID (US W9, tax exempt certificate. etc.) or country specific required tax forms	Provided:	
US Vendors only *Do you require a Form 1099?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

References (optional)

Client Name:	<u>Contact Name, Phone, Email Address:</u>
Client Name:	<u>Contact Name, Phone, Email Address:</u>
Client Name:	<u>Contact Name, Phone, Email Address:</u>

Financial definitions:

- BIC/SWIFT code: consists of 8-11 characters used to identify the vendors bank during an international transaction.
- IBAN number is used to identify the vendors bank account involved in the international transaction
- The intermediary/correspondent bank is a third-party bank used by the vendor's bank to facilitate international transfers. The vendor can obtain this information from their corresponding bank.

Vendor Self-Certification of Eligibility

Company certifies that:

1. They are not debarred, suspended, or otherwise precluded from participating in major donor (e.g. European Union, European and United States Government, United Nations) competitive bid opportunities.
2. They are not bankrupt or being wound up, are having their affairs administered by the courts, have entered into arrangements with creditors, have suspended business activities, are the subject of

proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.

3. They have not been convicted of an offense concerning their professional conduct.
4. They have not been guilty of grave professional misconduct proven by any means that the contracting authority can justify or been declared to be in serious breach of contract for failure to comply with their contractual obligations towards any contracts awarded in the normal course of business.
5. They have fulfilled obligations related to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country where the contract is to be performed.

Vendor's Initials _____

6. They have not been the subject of a judgment for fraud, corruption, involvement in a criminal organization or any other illegal activity.
7. They maintain high ethical and social operating standards, including:
 - Working conditions and social rights: Avoidance of Child Labor, bondage, or forced labor; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and the IRC's beneficiaries.
 - Environmental aspects: Provision of goods and services with the least negative impact on the environment.
 - Humanitarian neutrality: Endeavoring to ensure that activities do not render civilians more vulnerable to attack or bring unintended advantage to any military actors or other combatants.
 - Transport and cargo: Not engaged in the illegal manufacture, supply, or transportation of weapons; not engaged in smuggling of drugs or people.
8. Company warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a financial interest in the Company's business activities, nor is any IRC employee related to principals or owners of the company. Discovery of an undisclosed Conflict of Interest situation will result in immediate revocation of the Company's Authorized Vendor status and disqualification of Company from participation in future IRC procurement.
9. Vendor hereby confirms that the organization is not conducting business under other names or alias's that have not been declared to IRC.
10. Vendor hereby confirms it does not engage in theft, corrupt practices, collusion, nepotism, bribery, or trade in illicit substances.

By signing the Vendor Information Form you certify that your Company is eligible to supply goods and services to major donor funded organizations and that all of the above statements are accurate and factual.

IRC Conflict of Interest and Vendor Code of Conduct

Vendor hereby agrees that Vendor and Vendor's employees and subcontractors, if any, shall abide by and follow all established written policies of IRC related to work conduct, including, but not limited to, The IRC Way: Standards for Professional Conduct ("The IRC Way"), the IRC's code of conduct, which can be found at: <https://www.rescue.org/page/our-code-conduct> and IRC's Combating Trafficking in Persons Policy, which can be found here: <https://rescue.app.box.com/s/h6dv915b72o1rnapxg3vczbqxjtboyel>.

The IRC Way provides three (3) core values - Integrity, Service, and Accountability – and twenty-two (22) specific undertakings. Vendor acknowledges that all IRC employees and independent contractors are expected to apply these core values and follow these undertakings in carrying out work on behalf of IRC. It is a point of pride for IRC to apply these behavioral standards in IRC's everyday operations.

Integrity - At IRC, we are open, honest and trustworthy in dealing with beneficiaries, partners, coworkers, donors, funders, and the communities we affect.

- We work to build the trust of the communities in which we work and sustain the trust earned by our reputation in serving our beneficiaries.
- We recognize that our talented and dedicated staff are our greatest asset and we conduct ourselves in ways that reflect the highest standards of organizational and individual conduct.
- Throughout our work, IRC respects the dignity, values, history, religion, and culture of those we serve.
- We respect equally the rights of women and men and we do not support practices that undermine the human rights of anyone.
- We refrain from all practices that undermine the integrity of the organization including any form of exploitation, discrimination, harassment, retaliation or abuse of colleagues, beneficiaries, and the communities in which we work.
- We do not engage in theft, corrupt practices, nepotism, bribery, or trade in illicit substances.

Vendor's Initials | _____

- We accept funds and donations only from sources whose aims are consistent with our mission, objectives, and capacity, and which do not undermine our independence and identity.
- We support human rights consistent with the UN Universal Declaration of Human Rights and The Convention on the Rights of the Child.
- We rigorously enforce the UN Secretary General's Bulletin on the Protection from Sexual Exploitation and Abuse of Beneficiaries.
- IRC recognizes its obligation of care for all IRC staff and assumes their loyalty and cooperation.

Service - At IRC, our primary responsibility is to the people we serve.

- As a guiding principle of our work, IRC encourages self-reliance and supports the right of people to fully participate in decisions that affect their lives.
- We create durable solutions and conditions that foster peace, stability and social, economic, and political development in communities where we work.
- We design programs to respond to beneficiaries' needs including emergency relief, rehabilitation, and protection of human rights, post-conflict development, resettlement, and advocacy on their behalf.
- We seek to adopt best practices and evidence-based indicators that demonstrate the quality of our work.
- We endorse the Code of Conduct for the International Red Cross and Red Crescent Movement and NGOs in Disaster Relief.

Accountability - At IRC, we are accountable – individually and collectively – for our behaviors, actions and results.

- We are accountable and transparent in our dealings with colleagues, beneficiaries, partners, donors, and the communities we affect.
- We strive to comply with the laws of the governing institutions where we work.
- We maintain and disseminate accurate financial information and information on our goals and activities to interested parties.
- We are responsible stewards of funds entrusted to our use.
- We integrate individual accountability of staff through the use of performance evaluations.
- We utilize the resources available to our organization in order to pursue our mission and strategic objectives in cost effective ways.
- We strive to eliminate waste and unnecessary expense, and to direct all possible resources to the people we serve.

Conflict of Interest and Legal Compliance

- Vendor hereby warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a financial interest in the Vendor's business activities.
- Vendor hereby warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a family relationship with the vendor's owners.
- Discovery of an undisclosed conflict of interest will result in immediate termination of any Agreement and disqualification of Vendor from participation in current and future IRC activities.
- Vendor hereby warrants that the organization is not conducting business under other names or alias's that have not been declared to IRC.
- Vendor hereby warrants that it does not engage in theft, corrupt practices, collusion, nepotism, bribery, trade in illicit substances, or terrorism or support of terrorism.
- Vendor hereby warrants that it complies with all applicable laws, statutes and regulations, including, but not limited to, export controls, import controls, customs regulations, trade embargoes and other trade sanctions and laws governing unlawful boycotts and payments to foreign government officials.

Vendor's Initials | _____

Vendor hereby agrees to maintain high ethical and social standards:

- Working conditions and social rights: Avoidance of child labor, bondage, or forced labor; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and IRC's beneficiaries; prohibition of trafficking in persons.
- Environmental aspects: Provision of goods and services with the least negative impact on the environment.
- Humanitarian neutrality: Endeavoring to ensure that activities do not render civilians more vulnerable to attack or bring unintended advantage to any military actors or other combatants.
- Transport and cargo: Not engaged in the illegal manufacture, supply, or transportation of weapons; not engaged in smuggling of drugs or people.

Disclosures of conflict of interest shall be made in writing to the IRC Supply Chain Coordinator or Deputy Director of Operations in your country. For global procurement, please write to GSCQA. Email: GSCQA@rescue.org.

These IRC officials shall then determine whether a conflict exists and is material, and whether the contemplated transaction may be authorized as just, fair, and reasonable. If conflict exists, then the vendor with such a conflict shall be prohibited from participating in the transaction.

If you believe that any IRC employee, volunteer, or intern is acting in a manner that is inconsistent with these Standards, please notify a supervisor or the confidential helpline Ethics point, irc.ethicspoint.com or call Ethics point toll-free (866) 654-6461 in the U.S./call collect (503) 352-8177 outside the U.S. There will be no retaliation against any person who raises concerns that are based on good faith belief of improper conduct. An intentionally false report or a failure to report conduct that is known to violate these standards may result in disciplinary action.

By signing this statement, the vendor acknowledges any violation of the above IRC policies will result in immediate termination of any agreement in place and disqualification from participation in future IRC activities.

Vendor Name:	
Signature:	
Title:	
Print Name:	
Date:	
