**Invitation for Proposals 2022**

**Gender-Based Violence/Reproductive Health**

**Invitation for Proposals**

**Providing Integrated Gender-Based Violence and Reproductive Health Services in Northwest Syria**

Dear Sir/Madam,

1. UNFPA, United Nations Population Fund, an international development agency, invites qualified organizations to submit proposals related to providing integrated Gender-Based Violence (hereafter GBV) and Reproductive Health (hereafter RH) services in Northwest Syria. The purpose of the Invitation for Proposals is to identify eligible organizations for prospective partnership with UNFPA Turkey Cross-Border in 2022 to support achievement of results outlined in section 1.3 below.
2. To enable you to submit a proposal, please read & fill the following attached documents carefully:
* Organizational Profile and Programme Proposal …..………….…………..….......…...Annex I
* Log frame Matrix for Project ………………………………………………....…...…..Annex II
* Budget Matrix……………………………………………..…………….….……….....Annex III
* Timeline……………………………….…………………………………………….…Annex IV
1. Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email with subject “NGO NAME - Invitation for Proposals 2022”. The submission shall reach the UNFPA Turkey Cross-Border email inbox: tur-bids-gzt@unfpa.org no later than: 24 October 2021 (Turkey local time).
2. The bid shall be opened by UNFPA on 25 October 2021 between 10:00 and 3:00 (Turkey local time).
3. Proposals received after the stipulated date and time shall not be accepted under any circumstances. Bids submitted to any other email address than tur-bids-gzt@unfpa.org shall be rejected.
4. The proposals must be submitted **in English**.
5. Before considering applying, please consult [Working with UNFPA: Key information for UNFPA Implementing Partners on completing the Protection from Sexual Exploitation and Abuse (PSEA) Assessment](https://www.unfpa.org/sites/default/files/admin-resource/Working_with_UNFPA_Key_information_for_IP_on_PSEA_Assessment_Nov2020.pdf).
6. UNFPA shall notify applying organizations whether it is considered for further action.
7. Any questions relating to the attached documents shall be addressed in writing to the following UNFPA personnel no later than 17 October 2021, at 16:00 (Turkey local time).
* Name of focal point Bumin Akar: akar@unfpa.org for questions related to technical requirements. UNFPA will reply by return email before the deadline for submission of proposals. **Do not submit your proposal to this contact, or your proposal will be disqualified.**
1. This letter is not to be construed in any way as an offer to contract with your organization.

Yours sincerely,

Mustafa Elkanzi

Humanitarian Coordinator and Head of Office

**UNFPA Gaziantep Field Office, Turkey**

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| **Section 1: Background** |
| 1.1 UNFPA Mandate and Goal | UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every birth is safe, and every young person's potential is fulfilled. UNFPA’s mandate focuses on preventing and responding to gender-based violence, on meeting sexual and reproductive health needs, and on empowering young people, including in emergency situations. Within its Strategic Plan 2022-2025, UNFPA is committed to three development results: * The reduction of in the unmet need for family planning has accelerated;
* The reduction of preventable maternal death has accelerated;
* The reduction of gender-based violence and harmful traditional practices has accelerated.

The goal of UNFPA is to achieve universal access to sexual and reproductive health, realize reproductive rights, and reduce maternal mortality to accelerate progress on the ICPD (International Conference on Population and Development) to improve the lives of women and adolescents/youth enabled by population dynamics, human rights and gender equality principles. |
| 1.2 UNFPA Programme of Assistance in Northwest Syria | Since 2015, UNFPA Turkey Cross-Border has been responding to the emergency situation inside Northwest Syria with the aim of ensuring basic human rights (such as reproductive health and gender equality), and of improving and empowering the lives of Syrian women, girls, men and boys. The cross-border operation from Gaziantep Turkey assists about three million people. On 9th July 2021, the UN Security Council Resolution 2585 renewed the authorization to use the Bab Al Hawa border crossing between Turkey and Northwest Syria in order to ensure that UN humanitarian assistance reaches those most in need. Given the security and political situation in Syria, UNFPA does not have a physical presence of staff in Northwest Syria. Consequently, UNFPA Turkey Cross-Border works with a network of implementing and operational partners (civil society organizations, UN system and other partners) to reach the following strategic objectives:* Improve quality comprehensive RH services through supported health service delivery points;
* Enhance safe access to quality GBV prevention and response services through Women and Girls Safe Spaces (WGSS);
* Strengthen existing social and health infrastructure through technical support and supplies;
* Develop RH and GBV capacities of both implementing and operational partners operational in Northwest Syria;
* Ensure leadership of the RH and GBV inter-agency coordination mechanisms in Gaziantep, as per UNFPA global mandate.

Through the Cross-Border modality, UNFPA works closely with its implementing partners to reinforce provision of integrated life-saving/life-sustaining GBV and RH services for both IDPs and host communities affected by the conflict, with a special attention on women and girls at risk. UNFPA Turkey Cross-Border undertakes all interventions under the framework of the annual Humanitarian Response Plan (HRP), based on UNFPA’s global mandate and commitments. |
| 1.3. Specific Results | In the context of the humanitarian response in Northwest Syria, the project proposals (see Proposal Template in Annex I) should aim at scaling-up efforts to empower and improve the lives of Syrian women and girls and to advocate for human rights and gender equality. The project proposals should contribute to UNFPA objective to ensure better access to quality **GBV-RH service provision to populations affected by the conflict, with a special attention to women and girls at risk,** following the strategic results here below (see Logframe in Annex II):* **Safe access to integrated quality RH and GBV prevention and response services is strengthened**: integrated package of GBV and RH services is offered from WGSS/Outreach Teams and/or health service delivery points (BEmOC/CEmOC/Mobile Clinics) to women and girls in need of assistance: RH counseling and services (including ensuring access to needed medical supplies), GBV prevention and response through safe identification and referrals, GBV case management, psycho-social support (focused and/or non focused), case fund, income-generating activities (IGA), referrals to specialized services as per updated referral pathways, life-skills and recreational activities, awareness raising and information sharing on services available. Services should be provided in static (center-based) and mobile/remote (such as mobile/outreach teams, telemedicine, hotlines etc) combined manner.
* **Immediate life-saving protection needs are met through strategic use of CVA:** one-off unconditionalindividual protection assistance (IPA) is delivered to beneficiaries affected by the conflict and identified as particularly vulnerable, as per the UNFPA Guidance Note ([here](https://documentcloud.adobe.com/link/review?uri=urn:aaid:scds:US:8421e5f5-4d0d-4ee7-9106-0c5c3ddbe352)). IPA contributes to enhancing access to basic services and necessities, as well as to reduce negative coping mechanisms. Other CVA modalities can be considered with the aim of strengthening protection and resilience of women and girls affected by the conflict.
* **Protective environment is promoted through positive community engagement:**  structured investment is done at community level to challenge harmful behaviors and negative social norms supporting gender inequalities. Integrated GBV-RH awareness raising (based on the GBV SC Awareness Raising Toolkit), information sharing and capacity building (based on curricula such as “AMAL” and “My Safety, My Well-Being”) are offered to community members, taking into consideration social inclusion and the need for targeted programming for women and girls at high risk (such as adolescent girls (including married adolescent girls and first time mothers), women and girls with disability, and older women). In complementarity, awareness and capacity development is offered to key community members, such as family members (parents and care givers), gatekeepers and leaders, as well as to existing local groups and networks to improve attitudes and social norms in the targeted communities. Eventually, community-based risk assessment and mitigation is regularly delivered in targeted communities/IDPs Camps, including through the safety audits methodology in order to promote safe and supportive environment for women and girls.
* **GBV-RH capacity of local organizations is enhanced:** assessment of capacity development needs of local organizations operational in the targeted areas is carried out and a plan to meet those needs is developed. Special attention will be given to active engagement with Women-Led Organizations (WLO) to reinforce their awareness and knowledge, including on GBV and RH basics, GBV risk mitigation, PSEA, women and children’s rights, social cohesion and conflict resolution.

In addition, the proposed project should include detailed COVID-19 preventive and response measures in the implementation plan and demonstrates full alignment with the Guidance related to “Service Provision in times of COVID-19” developed by the GBV SC ([here](https://drive.google.com/drive/folders/1PF-DyfTJRjhEAjrGZ9-HBsB4j1oDWmZR)) and SRH TWG ([here](https://drive.google.com/drive/u/0/folders/1nmd04_3imYGul0YO2S0VzrXkgbomjJL5)).The proposed interventions should aim at reaching both IDPs and host communities affected by the conflict and mainstream social cohesion at all times. The geographical coverage, including specific locations (districts and sub-districts), should be detailed for each intervention, as well as the rational behind the targeting. In the process of selecting the target locations, it is highly recommended to consider the updated inter-agency mapping of GBV and RH interventions and gaps to justify relevance and priority. The use of innovative approaches and techniques to outreach, as well as engagement of target communities in supporting the interventions (not only recipient of information) will be taken into account in the selection of implementing partners (see selection eligibility and criteria below, section 3.2). Special attention will be given to proposed projects contributing to strengthening the early recovery efforts through interventions dedicated to enhance resilience and designed to reach sustainable impact. Among others, projects that can demonstrate effective implementation of a gender-transformative approach will be prioritized. Applications by individual organizations are eligible. However, **joint applications with one or more sub-implementing partners and/or provision of strategic plan for localization are strongly encouraged**. For organizations applying with sub-implementing partner(s), the added value/comparative advantage of the third party(ies) for achieving the specific results mentioned in the proposal needs to be explained in details. Based on assessed needs, UNFPA will directly support the project through:* capacity development initiatives for frontline staff (e.g. advanced technical trainings related to GBV and/or RH, to CVA and Financial Education, to Peer Education etc);
* resources and other relevant tools, including IEC materials; and
* dignity kits and RH commodities, etc.

The present Invitation for Proposal (IFP) covers Northwest Syria for a period of 12 months (**from 1st January 2022 to 31 December 2022)**.  |
| 1.4. Financial Allocation | When designing their proposal and related budget request, applying organizations should take into account the evolution of their overall budget over the past years, as well as assess carefully their current financial, operational and programmatic capacity. For organizations with no previous experience with a UN Agency, the maximum submission under this IFP is limited $500,000.The budget proposed under this IFP must cover the costs of the proposed activities and be fully utilized between January 1 and December 31, 2022. Organizations will apply their operational procedures in alignment with UNFPA rules and regulations for funds management (see Section 1.5.). |
| 1.5. Budget requirements | Organizations applying are requested to use the Annex III to budget the costs of the proposed activities. Applicants are requested to respect the below guidance:* The budget proposal is the sum of the estimated resources needed to implement activities to deliver expected results. In order to accurately estimate the resources needed for each activity, the interested organization should submit detailed cost estimates of inputs for each activity (e.g., breakdown by personnel salaries, local training costs) ensuring all costs associated with the activities are included in the budget.
* The budget proposal consists of direct programme and support costs as defined below:
	+ **Direct Programme Costs**: These are costs that can be unequivocally attributed to a specific activity implemented by an organization. They include costs for the actual time devoted by the organization staff to the management of the activities, as well as that of personnel whose specific inputs are required (however the rate should not exceed UN rate), or equipment purchased for the programme. Also included are premise costs that are directly related to achieving the results for the proposal, such as costs associated with premises for counseling, and training directly related to the activities of the proposal budget or provision of services. Personnel costs should not exceed 20% of the total direct costs.
	+ **Support Costs**: These are costs that cannot be unequivocally attributed to a specific activity implemented by the organization on behalf of UNFPA. Applicants are strongly encouraged to limit the support costs to 7% of the direct costs.
* The budget submitted should provide correct and reasonable separation between direct and support costs.
* If the organization applies with one or more sub-implementing partner(s), separated detailed budgets have to be submitted for each, following the same requirements.
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| **Section 2: Application requirements and timelines** |
| 2.1 Documentation required for the submission | The expression of interest under this IFP shall include the following documentation:* Organization Profile and Detailed Programme Proposal (see Annex I);
* Logframe Matrix (see Annex II);
* Budget Matrix (see Annex III);
* Timeline (see Annex IV);
* Exit Strategic Plan;
* Detailed Capacity Building Plan (Project Staff);
* Copy of provisions of legal status of the organization;
* Latest Annual Report and Audit Report (if available);
* Updated Duty of Care Policy.
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| 2.2 Indicative timelines | Invitation for Proposal issue date  | 20 September 2021 |
| Deadline for requests of additional information/ clarifications | 17 October 2021, at 16:00 |
| Deadline for submissions of proposals | 24 October, 2021 |
| Review of submissions | 25 October 2021 to 12 November 2021 |
| Notification of results communicated  | 15 November 2021 |
| Development of agreements and workplan for confirmed partners | 15 November to 15 December 2021 |
| Launch of the project | 1 January 2022 |

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| **Section 3: Process and timelines** |
| 3.1 Review & evaluation of NGO submissions | Applications will be assessed by a review panel to identify organizations that have the required knowledge, skills, and capacity to support achievement of results (see criteria outlined in section 3.2 below).It should be noted, however, that **participation in this IFP does not guarantee the organization will be selected**. UNFPA shall notify applying organizations whether it is considered for further action. Selected organizations will be invited to enter into an 4-year implementing partner agreement and applicable UNFPA programme policy and procedures will apply. |
| 3.2 Eligibility and Selection criteria | In order to be eligible for this call, applicants must:* Be an organization with access to and direct implementation capacity in areas of Northwest Syria accessible through Turkey Cross-Border operations.
* Be an active member of the GBV and/or SRH Coordination platforms.
* Submit the proposal in English.
* Submit only one proposal\*.

**\*Organizations proposed as sub-contractors (sub-implementing partners) under another organization’s proposal are welcome to submit an individual project proposal. UNFPA reserves the right to decide if these organizations can be considered individually or be linked up with another organization.****Organizations not meeting the above requirements will not be considered.** Eligible organizations will be selected in a transparent and competitive manner, based on their capacity to ensure the highest quality of service, including the ability to apply innovative strategies to meet project results and targets in the most efficient and cost-effective manner.UNFPA Turkey Cross-Border office will review evidence provided by the organizations’ submission and evaluate applications based on the following criteria:1. **Applicant Profile** (50 points)
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| Governance & Leadership**10 points** | * The organization has a clearly defined mission and goal that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas.
* The organization does not have a history of fraud, complaints or service delivery issues.
* The organization can demonstrate commitment to Accountability to Affected Population (AAP).
* The organization presents policies that show adherence to age, gender and diversity (including disability inclusion) (AGD) approaches.
* The organization implements a clear and detailed PSEA strategy in all aspects of their interventions.
* The organization adopts a zero-tolerance policy towards sexual harassment at the workplace.
* The organization must have clear and robust anti-fraud system and policies.
* The organization has an effective data security and protection policy.
* The organization presents a clear and well-established duty of care and staff welfare policy.
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| Human Resource\***4 points** | * The organization has sufficient staff resources and technical expertise to implement the proposed activities.
* The organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.

 \*(eliminatory requirement) |
|  | Comparative Advantage**15 points** | * The organization’s mission and/or strategic plan focus on at least one programmatic area of UNFPA.
* The organization has at least 2-3 years of experience in Northwest Syria and enjoys prominence in areas related to UNFPA’s mandate.
* The organization has a proven track record in implementing similar activities (previous projects adopting a GBV-RH integrated approach as a strong asset), and is seen as credible by its stakeholders and partners.
* The organization has relevant community presence and ability to reach the target audience, especially vulnerable populations and hard-to-reach areas (proof of access to the targeted areas/camps requested as need be).
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|  | Monitoring**5 points** | * The organization has capacities through trained and experienced human resources, as well as systems and tools in place to systematically collect, analyse and use programme monitoring data.
* The organization presents M&E policies that demonstrate adherence to age, gender and diversity (including disability inclusion) (AGD) approaches and analysis.
* The organization can demonstrate good and systematic use of the GBV SC M&E Toolkit, including having key staff certified from inter-agency training (second version, 2021).
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|  | Partnerships and Coordination**10 points** | * The organization has established partnerships with relevant local, international and private sector entities, allowing implementation from a local community structure.
* The organization can demonstrate multi-sectorial collaboration and linkages with other relevant organizations operating in the same areas.
* The organization has successfully applied under the 2021 HRP under the Protection and/or the Health Sector(s).
* The organization is actively participating in relevant sector coordination mechanisms (namely the GBV Sub-Cluster and the SRH Technical Working Group), prioritizes interventions according to the identified inter-agency priorities and gaps and reports under the inter-agency framework.
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|  | Financial Management\***5 points** | * The organization has finance policies and procedures guidelines.
* The organization has a financial system to provide accurate donor’s reports.
* The organization maintains and adheres to regular internal and external financial audits.
* The organization can demonstrate capacity and willingness to address micro-assessment findings.

\*(eliminatory requirement) |
|  | Environmental Considerations**1 point** | * The organization has established policies or practices to reduce the environmental impact of its activities. If no policies exist, the organization must not have a history of its activities causing negative impact to the environment.
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|  | 1. **Application Content** (50 points)
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| Project Proposal and Logframe(Annexes I and II)30 points | * The proposal provides overview of the operational context and clearly defines needs and operational priorities based on concrete evidence.
* The proposal narrative and framework address all the activities and indicators set in the present IFP and Annex II.
* The proposal demonstrates promotion of an integrated GBV-RH approach.
* The proposal clearly determines the geographical coverage, including specific locations (districts and sub-districts) and explains the rational behind the targeting.
* The proposal demonstrates systematic and meaningful engagement of communities and target population in the assessment, design, implementation, and monitoring and evaluation of the activities (AAP).
* The proposal ensures social inclusion of vulnerable or marginalized groups, such as persons with disabilities, adolescent girls, older women, reflected in the needs assessment, logframe and implementation plan in order to avoid exclusion and harm, guarantee meaningful access to assistance and services and to ensure progress towards participation and empowerment.
* The proposal identifies risks, explains related mitigation measures and demonstrates evidence that contingency and risk management plans are in place.
* The proposal includes detailed COVID-19 preventive and response measures in the implementation plan.
* The proposal demonstrates innovation in meeting the needs and reaching the targeted population.
* The proposal demonstrates commitment to continuous learning through identification of capacity building needs in the frame of the implementation and development of related capacity building plan.
* The proposal includes a coherent, safe and ethical exit strategy.
* The proposal describes the sustainability of the intended results upon project completion.
* The proposal makes reference where relevant to resources and materials developed and endorsed by the GBV SC and the SRH TWG to demonstrate alignment with the inter-agency strategy and efforts.
* In case the organization is applying with (a) sub-implementing partner(s), the proposal clearly identifies the latter, justifies the added value of the partner(s), provides a capacity building element, and details the divisions of responsibilities to achieve proposed results.
* The proposal demonstrates that Protection against Sexual Exploitation and Abuse (PSEA) complaint and feedback mechanisms are in place to prevent, mitigate, identify, report SEA cases, in line with the PSEA Network guidance.
* The proposal clearly explains how the proposed project will be monitored both quantitatively and quantitatively, demonstrating adherence to age, gender and diversity (including disability inclusion) approaches and analysis.
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|  | Project Budget(Annex III)20 points | * The budget respects the UNFPA requirements mentioned under 1.5. “Budget Requirements”, with a special consideration for the rules related to the support costs.
* The budget is detailed, provides a description for each budget line and clearly outlines units, quantities, percentages.
* The budget is reasonable compared to the results presented in the project strategy and the logical framework.
* The budget is cost efficient, which means that the projects demonstrate optimal outcome and beneficiary reach and effectiveness of the intervention.
* The budget does not request start-up costs.
* The budget needs to indicate clearly complementarity with other funding sources (if any).
* The budget is aligned with the inter-agency GBV and RH costing best practices and recommendations.

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|  | Applications scoring less than 65 points out of a total of 100 points will be automatically excluded.In order to be short-listed, the applications should score as follows:* Minimum of 30 points out of 50 for the Applicant Profile;
* Minimum of 20 points out of 30 for the Project Proposal and Logframe;
* Minimum of 15 points out of 20 for the Project Budget
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| 3.3 Prospective partnership agreement | UNFPA will inform all applicants of the outcome of their submissions by 15 November 2021 in writing to the email address indicated in the organization submission.Selected organizations will be eligible to sign a 4-year Implementing Partner Agreement with UNFPA covering the period 2022-2025. |