

**INVITATION TO BID FOR CONSULTANCY**

Save the Children International (SCI) Somalia program hereby invites interested consultants to bid for the consultancy assignment detailed below

1	<b>Title of Consultancy</b>	Terms of Reference (ToR) for KAP Survey at Damal Caafimaad supported communities in Hiraan Region
2	<b>SCI Contracting Office</b>	Hirshabelle Field Offices
3	<b>Period of Consultancy</b>	The assignment will be <b>40 days</b> , including travels
4	<b>Consultant type required</b>	Individual or Firm.
5	<b>Responsibility for Logistics arrangements and Costs</b>	Save the Children will pay the consultant fee and operation cost in a lump sum in line with the financial proposal submitted by consultant and will not reimburse other expenses incurred during the assignment, that means the consultant will cover their logistical needs including food, accommodation, local transport, and all cost associated with data collection and reporting. Payments will be released in three (3) instalments; 30% after inception report approval, 30% upon submission of draft report with desired standard and 40% after final report gets approved.
6	<b>Taxation Provisions</b>	The consultant shall be responsible for all Taxes arising from the consultancy in line with the local Tax regulations applicable at the SCI contracting office named above.
7	<b>Travel requirements</b>	The consultant will cover his travel costs (tickets) and arrange local travel to field sites and accommodation.
8	<b>Security requirements</b>	If the consultant is a foreigner, he/she will comply with the standard of Save the Children Security procedures, including completing SCI online security trainings before travel to Somalia.
9	<b>Qualification and Experience</b>	<p>The following are the minimum requirements for the Consultant/Firm to be considered for carrying out the assignment.</p> <ul style="list-style-type: none"> <li>• Lead consultant must have at least bachelor's degree in health or other social sciences; master's in public health is desirable</li> <li>• At least five (5) years of experience in conducting similar work (experience in evaluating projects is mandatory). SC is interested in verifying related assignments conducted in the past 2 years.</li> <li>• The technical consultant should have full access to the areas to be assessed. Consultant firms should be registered with either the Federal Government of Somalia or the respective Member State.</li> <li>• Fluency in English (both written and spoken).</li> </ul>

		<ul style="list-style-type: none"> <li>• Excellent report writing and analytical skills.</li> <li>• The technical team who are visiting the field for the purpose of data collection and data collectors themselves should be Somali natives and familiar with the context and fluent in the local language.</li> <li>• Female enumerators must be included in the assessment team to ensure appropriate consultations with female community members during the survey and FGD data collection</li> <li>• Considerable track record and proven experience in conducting quantitative and qualitative methods.</li> </ul>
10	<b>Evaluation Criteria</b>	<p><b>The consultant must meet the above required qualifications and experience.</b></p> <ul style="list-style-type: none"> <li>• Valid Registration certificate from the Ministry of Commerce and Industry of the Federal Government of Somalia. Essential <b>(Yes/No)</b>. [<b>for companies</b>]</li> <li>• Tax Identification Number &amp; Certificate from the Ministry of Finance of the Federal Government of Somalia which is in good standing Q1 2026. Essential <b>(Yes/No)</b>. [<b>for companies</b>]</li> <li>• Technical proposal on how the assignment will be conducted, including team composition, data collection methodology, data analyses and interpretation, reports, and detailed work plan <b>(30%)</b></li> <li>• Minimum of Five contracts with Prior experience in conducting qualitative and quantitative studies in social science or development studies; specifically experience and skills in evaluating integrated, health and nutrition projects <b>(30%)</b></li> <li>• Detailed and reasonable financial proposal with clear budget breakdown <b>(20%)</b></li> <li>• Updated Company or Individual profiles which align with the assignment <b>(10%)</b></li> <li>• Relevant Sustainability policy. <b>10%</b></li> </ul> <p><b>Overall rating out of 100%</b></p> <p><b>Note: For the technical analysis, a company must score 70% and above to be considered in the financial analysis.</b></p>
	<b>Application Procedure</b>	<p>Interested consultant (s) who meet the consultancy requirements are requested to submit their bid and each application package should include the above required minimum requirements.</p> <p>Applications can be submitted by either:</p> <p><b>Electronic Submission via ProSave (Recommended)</b></p> <ul style="list-style-type: none"> <li>➤ Submit your response in accordance with the guidance provided in the below document:</li> </ul>

		 <p>Bidding on a Sourcing Event.pptx</p> <ul style="list-style-type: none"> <li>Bidders are encouraged to apply via Ariba system. Please request the Ariba link via email sending your company profile and Business registration certificate/CV. Please address your Ariba link request to <a href="mailto:css.logistics@savethechildren.org">css.logistics@savethechildren.org</a></li> </ul> <p><b>Electronic Submission via Protected Email box (Optional)</b></p> <ul style="list-style-type: none"> <li><u>Email should be addressed to</u> <a href="mailto:southcentral.supply-chain@savethechildren.org">southcentral.supply-chain@savethechildren.org</a></li> <li>Note - this is a sealed tender box which will not be opened until the tender has closed. Therefore, do not send tender related questions to this email address as they will not be answered.</li> </ul> <p>The subject of the email should be: <b>KAP Survey at Damal Caafimaad supported communities in Hiraan Region</b></p> <p>All attached documents should be clearly labelled so it is clear to understand what each file relates to.</p> <ul style="list-style-type: none"> <li>Emails should not exceed 15mb - if the file sizes are large, please split the submission into two emails.</li> <li>Do not copy other SCI email addresses into the email when you submit it as this will invalidate your bid.</li> </ul> <p>Applicants should also indicate the date they are available to start working on the consultancy</p> <p>All applications <b>MUST</b> be submitted on or before the closing date below to be considered for the assignment.</p> <p><b>Only shortlisted Candidates will be contacted.</b></p>
	<p><b>Closing date for Applications</b></p>	<ul style="list-style-type: none"> <li><b>Your bid must be received, no later than 24<sup>th</sup> March 2026</b> Application Submission address: indicating "" as the subject.</li> </ul> <p>Bids must remain valid and open for consideration for a period of no less than 60 days.</p>

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## BACKGROUND

Save the Children has been supporting development and humanitarian activities in Somalia for over 70 years and is the largest international Non-Governmental Organization in the country. Our long operational presence and significant geographical footprint across Somalia has afforded us an in-depth understanding of the complexities of the operating environment, whilst enabling SC to develop well-established positive working relationships with key stakeholders, including the Somali Federal Government, Federal Member State, funders, NGOs, civil society and the communities themselves. Our vision is, “every child in Somalia attains the right to survival, protection, development, and participation”. Every year, hundreds of thousands of vulnerable children are supported through our multi-sectoral programs and in 2021 alone, we partnered with 12 national/local NGOs and reached over 2.5 million people (55% of these were children).

WARDI Relief and Development Initiative (WARDI) was founded in June 1993 and is registered in Somalia with the Ministry of Internal Affairs in the Federal Government of Somalia and Kenya with the NGO Coordination Board. WARDI is registered as a local NGO under Section 54 of the Somalia Civil Law (0398/2020). WARDI also holds registration certificates in Banadir Region (Mogadishu), Hirshabelle State for Hiran and Southwest State for Lower Shabelle. In Kenya, WARDI is also registered as an NGO (OP.218/2010/0651/7033) and maintains a liaison office in Nairobi. The organization is legally represented by its President. The highest decision-making authority is the Board of Directors, consisting of five members.

WARDI focuses on supporting the most vulnerable among the communities affected by both man-made and natural disasters through innovative programs that build livelihoods and improve resilience. These programs include the provision of technical training, cash-based interventions, income-generating activities, skills development, and community health. To achieve this, WARDI employs a community-based approach in the program to identify real problems and find appropriate and sustainable solutions. WARDI also involves communities in the planning, implementation, and monitoring of its programs for transparency and accountability.

Following couple of years project implementation, SCI intends to assess the Knowledge, Attitude, and Practice (KAP) concerning health seeking behaviors, prevention measurements as well as prevalent health issues among the target communities in the five districts of Beledweyne, Bulo Burte, Mataban, and Jalaqsi within the Hiran region of Somalia.

### Project Locations

S/N	Region	District	Facility Name	Facility Type
1	Hiran	Beletwein	El-Jalle	Health Centre
2	Hiran	Beletwein	Jawil	Health Centre
3	Hiran	Beletwein	Shacab Community Hospital	Health Centre
4	Hiran	Beletwein	Feerfeer	Health Centre
5	Hiran	Beletwein	Koshin 1	Health Centre
6	Hiran	Beletwein	Howl-wadaag	Health Centre
7	Hiran	Beletwein	Bunda weyn	Health Centre



8	Hiran	Beletwein	Xaawo-Taako	Health Centre
9	Hiran	Beletwein	Bacaad Health Centre	Health Centre
10	Hiran	Beletwein	Dusmo Health Centre	Health Centre
11	Hiran	Beletwein	Caliganeey Health Centre	Health Centre
12	Hiran	Beletwein	Farlibax Health Centre	Health Centre
13	Hiran	Beletwein	Bacaadaha/Heegan	Health Centre
14	Hiran	Beletwein	Defow	Health Centre
15	Hiran	Bulo-Burte	Bulobarde Community Center	Health Centre
16	Hiran	Bulo-Burte	Xaji Buube	Health Centre
17	Hiran	Bulo-Burte	Halgan	Health Centre
18	Hiran	Bulo-Burte	Yasooman/Sagaalged	Health Centre
19	Hiran	Mataban	BeerGadiid	Health Centre
20	Hiran	Mataban	Hees	Health Centre
21	Hiran	Mataban	Gerijiir	Health Centre
22	Hiran	Mataban	Comad Health Centre	Health Centre
23	Hiran	Mataban	Qodqod Health Centre	Health Centre
<b>Total</b>				

**General objective of the evaluation**

The overall objective of the KAP survey is to investigate the Knowledge, Attitude and Practice on common health problems among project target communities across the five districts (Beledweyne, Bulo Burte, Mahas, Mataban and Jalaqsi) in Hiran region of Somalia.

**Specific Objectives**

- To determine care givers knowledge and practice regarding common outbreak prone diseases such as measles, meningitis, acute watery diarrhoea/cholera
- To obtain level of community knowledge and practice on prevention of common diseases (diarrhoea, ARI, malaria, malnutrition and measles)
- To determine the knowledge and practice on child health seeking behaviour
- To determine the community’s knowledge and practice on personal and environmental hygiene its effect on diseases prevention.
- To establish common causes of morbidity according to the community perception
- To enter, consolidate, analyse and interpret the collected data and information.
- Assess selected outcome indicators of the project such as Percentage of pregnant women who knew at least 4 danger signs during pregnancy, Percentage of pregnant women Who receives Tetanus Toxoid? Vaccine during ANC, Percentage of women who knew at least 4 danger signs of common childhood diseases, Percentage of children between 6-59 months old receiving Vitamin A supplementation.

- To produce comprehensive report with clear recommendations and priorities in a timely manner.

## **KAP Survey Questionnaires**

### **Knowledge**

- How beneficiaries understand health risks, diseases, and prevention in crisis settings?
- What are the causes, symptoms, and prevention methods for these common diseases?
- How is [common disease] transmitted in the catchment population?
- Are vaccines or treatments available, and where can they be accessed?

### **Attitudes**

- What are the perceptions, beliefs, and trust of the target community in health services?
- How serious are [common diseases] in this setting?
- Do clients trust the healthcare services provided by humanitarian organizations?
- Are there cultural or traditional beliefs that affect your views on health?

### **Practices**

- What are the health-related behaviours and access to services?
- Do clients use preventive measures (e.g., handwashing, mosquito nets)?
- Where do you seek healthcare, and what barriers do you face?
- Have you completed prescribed treatments or avoided care due to stigma?

## **IYCF Questions**

### **Knowledge**

- When should breastfeeding be initiated after birth?
- How long is exclusive breastfeeding recommended?
- At what age should complementary foods be introduced?
- What types of foods are most suitable for a baby aged 6-12 months?

### **Attitudes**

- How important do you think exclusive breastfeeding is for the first 6 months?
- Do you believe breastfeeding in public is acceptable?
- Do you think introducing solid foods before 6 months is beneficial or harmful?
- How important is it to diversify a child's diet after 6 months?

### **Practices**

- Did you start breastfeeding within one hour of birth?
- Are you currently breastfeeding?
- Have you given your baby any liquids (like water or formula) before 6 months?
- What was the first solid or semi-solid food you gave to your baby?
- How often do you feed your baby solid or semi-solid foods?

		Indicator
Programmatic (Outcome/ Key Performance Indicators)	3.7	Proportion of pregnant women who knew at least 4 danger signs during pregnancy
	3.8	Percentage of women who knew at least 4 danger signs of common childhood diseases
	3.1	Percentage of pregnant women who receive Td vaccine during their ANC visit
	3.13	Percentage of children aged 6-59 months receiving Vitamin A supplementation

Produce factsheets to capture the main findings of the evaluation

**Methodology** Hiran region will be selected purposely, as we will sample around 384 households from facility catchment population. Within the five-district cluster, sampling will be used to identify the respondents in the following manner.

- Each district will be divided into villages and sub-villages (cluster). In each cluster, several households will be allocated proportionating using starfield sampling s.
- At the facility level, an adult person who is seeking medical care for him/herself or their children will be interviewed on knowledge, attitude and practice of the health
- Finally, a total of 384 respondents will be interviewed.
- The data collection will be conducted by the prequalified enumerators in Hiran region; the data will be collected using the Kobo mobile data collection system. The mobile data in Kobo will be counter-checked daily by the research teams to ensure the quality of the collected data.

In terms of the numbers, you selected above, the sample size  $n$  and margin of error  $E$  are given by

$$n = \frac{Z^2 p q}{E^2}$$

$$E = Z \sqrt{\frac{p q}{n}}$$

Where  $N$  is the population size,  $r$  is the fraction of responses that you are interested in, and  $Z(c/100)$  is the critical value for the confidence level  $c$ . This sample calculator recommended 384 households for this survey, which will be broken down to the facilities in the districts. The below primary indicators will be used to assess the KAP survey.

#### **Consultant role and expected deliverables.**

The consultant is expected to deliver this assignment in three (2) distinct phases –inception, data collection process, data analysis and report writing, and dissemination. Some key activities during these phases include training data collectors (including refresher training on PSEA, CSG and GE/GBV), document review, data collection, analysis/interpretation, report writing, and presentation to key stakeholders. The evaluation process will follow these steps:

### **Phase I - Desk study: Review of documentation and elaboration of field Study**

The lead consultant/evaluation team will review relevant project documents, including the project log frame, baseline data, client satisfaction survey reports, MEAL plan, project reports, as well as supervision and monitoring reports, including IPTT. Based on this review, they will produce an inception report, which will include an elaborate plan of the study that will include but not be limited to the study methodology, sampling strategy of the data collection plans, etc. The consult will only proceed to data collection only after getting approval of the inception report. (inception report format will be provided to the selected consultant).

#### **REFERENCE MATERIALS**

- Project narrative proposal and milestone targets
- Project monitoring and evaluation plan
- Monthly and quarterly/interim Reports
- Project MEAL reports (IPTT)
- Project narrative reports
- Client satisfaction survey reports
- Facility registers

### **Phase II: Field Data Collection**

In this phase, the consultant will seek to collect primary data on the key questions explained under the evaluation criteria. The consultant will use the agreed plan, methodology, tools, and sampling strategies from Phase 1 to conduct the fieldwork.

### **Phase III – Data analysis and production of evaluation report**

At a minimum, the evaluation process will include the following key steps:

- ✓ Datasets, FGD and KII transcripts, photos, GPS, and case studies.
- ✓ Data analysis and assessment report writing
- ✓ Share comprehensive evaluation report as draft for technical review and input.
- ✓ Address SCI technical teams' comments on the draft report and incorporate feedback and inputs.
- ✓ Presentation of key evaluation findings to the relevant team and addressing if further comments rendered.

#### **Reporting**

The consultant will maintain daily contact with the SCI team assigned to manage the monitoring activities. The collected data will be analyzed daily by the consultant and given feedback to the teams.

A final report with the main text of a maximum of 40 pages, excluding the cover page, table of

contents, abbreviations, and annexes. Will be submitted as a draft for review. The draft report should be delivered in a soft copy in English. References should be fully cited after all important facts and figures.

Provide a complete set of raw and cleaned data in STATA do file and/or EXCEL, including complete codebooks for quantitative files generated and analyzed for the report. The qualitative data includes the audio recording files, original transcripts, and translated transcripts of the full verbatim.

Produce a factsheet once the final report is signed off by the SCI Technical team.

Produce a comprehensive final report (capturing all the objectives and requirements)

Conduct data extraction from all the sampled facilities, ensuring that beneficiary data is extracted from the beginning of the project. Guidance will be provided by the REALM Team once successfully hired.

***Note that summary transcriptions or translations will NOT be acceptable.***

### **Time Frame**

The consultancy work will last approximately 40 days, including induction and travel days starting from the date contract is signed.

### **Terms and Conditions**

***Consultancy fee:*** The consultant will come up with his/her rate which will be subject to negotiation within the bounds of donor requirements and set standards of SC in Somalia. The consultant is expected to estimate all relevant costs for the exercise, including costs for data collectors, vehicle rent, venue, stationary, standardization test and accommodation while undertaking activities related to this assignment.

### ***Code of conduct***

Save the Children's work is based on deeply held values and principles of child safeguarding, and our commitment to children's rights and humanitarian principles must be supported and demonstrated by all members of staff and other people working for and with Save the Children. Save the Children's Code of Conduct sets out the standards to which all staff members must adhere, and the consultant is bound to sign and abide by the Save the Children's Code of Conduct.

A contract will be signed by the consultant before the commencement of the action. The contract will detail the terms and conditions of service, aspects of inputs, and deliverables. The Consultant will be expected to treat as private and confidential any information disclosed to her/him or with which she/he may come into contact during her/his service. The Consultant will not, therefore, disclose the same or any particulars thereof to any third party or publish it in any paper without the prior written consent of Save the Children. Any sensitive information (particularly concerning individual children) should be treated as confidential.

An agreement with a consultant will be rendered void if Save the Children discovers any corrupt activities have taken place either during the sourcing, preparation, and implementation of the consultancy agreement.

***Ethics And Child Safeguarding***

The consultant is obliged to conduct the research ethically, making sure children are always safe. The consultant should seek the views of various stakeholders, including children. Efforts. The consultant must respect the rights and dignity of participants as well as comply with relevant ethical standards and SC's Child Safeguarding Policy and Code of Conduct. The research must ensure voluntary, safe, and non-discriminatory participation and a process of free and uncoerced consent. Informed consent of each person (including children) participating in data collection should be documented.

A contract will be signed by the consultant before the commencement of the action. The contract will detail the terms and conditions of service, aspects of inputs, and deliverables.

***Intellectual property rights:***

All data that will be collected should be considered as SCI properties and can't be used for other purposes. All products developed under this consultancy belong to the project exclusively. Under no circumstances will the consultant use the information of this survey for publication or dissemination without official prior permission (in writing) from Save the Children.

**Your bid must be received, no later than 24<sup>th</sup> March 2026**

Bids must remain valid and open for consideration for no less than 60 days.