

IOM MISSION – MOZAMBIQUE

TERMS OF REFERENCE

1 **Timeline**

Reference number	xxx
Posted (date)	26 December 2023
Application Deadline	6 January 2024
Implementation Start Date	20 January 2024
Implementation End Date	20 April 2024

2 **Locations**

Macomia District

3 **Sector(s) and area(s) of specialization**

Protection and Mental Health and Psychosocial Support (MHPSS)

4 **Issuing Agency**

IOM

5 **Project Background**

Since October 2017 the province of Cabo Delgado in Northern Mozambique has been theater of insecurity between non-state armed groups, claiming affiliation with ISIS, and the Government and private armed forces, resulting in a climate of violence and despair that is affecting the lives of hundreds of thousands of people. The overlap of the geographic distribution of attacks and the presence of IDP by district show the need to support the relocation of communities hosted in critical districts to safer areas with better conditions in terms of protection, livelihoods and access to basic services.

The needs in hard-to-reach areas and return locations remain high due to the high vulnerability of the communities. While the infrastructure is being re-constructed by different actors, the social needs should also be considered and addressed. The returnees and IDPs are in need of social services, namely protection and psychosocial support since they have faced several traumatic experiences as well as a lack of service provision.

Macomia District of Cabo Delgado is one of the locations that host both IDPs and returnees. According to DTM (Mobility Tracking Report, August 2023), there are 71,441 IDPs and 33,988 returnees in the district. In addition to the basic needs and limitations in access to the services, IOM teams identified specific protection and mental health needs in the district. A large part of the population has been displaced and has returned to the village, with a lot of feelings of insecurity that affect their beliefs about resuming the normal routine of life and having the constant fear that the attacks to happen again which is also leading to the risk of developing anxiety attacks associated with the returning to the village. Moreover, the IDPs experienced several traumatic events such as the loss of their relatives and witnessing and experiencing violence. During the assessments done in the district, it was observed that the community is keen to attend psychosocial support activities to be able to cope with some of the psychosocial issues. In order to reduce the levels of distress as well as to enable the communities for healing and integration, IOM would like to provide socio-relational activities such as cultural and artistic activities. These activities will support the efforts of strengthening community ties and reduce

risk of isolation and marginalization. In particular, music and dance supports the wellbeing of the communities.

The present Terms of Reference presents key socio-relational activities to be implemented to reduce some of the psychosocial risks. To achieve this, IOM requires Service Provider to design and conduct music outreach activities in Macomia district.

6 ***Expected Results and Scope of Work***

The primary **results** of the Service Provider are as follows:

- a) Map 10 local artists and musicians and recruit local facilitators from Macomia
- b) Conduct 5 training and workshops for the local facilitators from Macomia
- d) Implementation of music activities by the local facilitators in coordination with IOM Macomia Teams to reach 1,000 individuals

The Service Provider will have the following **scope of work**:

- a) Review existing MHPSS and protection reports on the needs of populations in Macomia
- b) Conduct field visits together with IOM teams to identify specific neighbourhoods
- c) Conduct field visits to identify 10 local artists and musicians and recruit local facilitators from Macomia
- d) Develop a detailed schedule for the trainings and workshops
- e) Organize 5 trainings and workshops for the local facilitators
- f) Implement music activities targeting 1,000 individuals
- g) Collaborate directly with the IOM team to ensure alignment with project goals and objectives.
- h) Provide regular progress reports and updates to the IOM team.
- i) Present the findings and recommendations to IOM in a comprehensive report, including a detailed action plan for the long-term viability of the component.

7. ***Timeline and Budget***

The proposed estimated implementation period is of 3 months (20 January-20 April 2024). The service provider should submit a detailed budget proposal, including all costs related to the scope of work. The budget should be all-inclusive and cover all expenses, including materials, training, transportation, accommodation, payment of the local artists and any other relevant costs.

8 ***Project Deliverables***

The Service Provider will be required to deliver the following:

- a) Inception Report: A detailed report outlining the service provider's understanding of the project, proposed methodology, work plan, and data collection tools within two weeks of contract signing.
- b) Interim Report: An interim report with progress of the agreed workplan during implementation plan within six weeks of the project start.

c) Final Financial and Technical Report: A comprehensive final report with complete achievement of the project activities, including supporting documents (pictures, participants lists, technical reports, assessment reports, etc.).

For more information on how to apply for this application:

The service provider responding to these Terms of Reference needs to demonstrate their capacity to implement all listed activities as a single package. Partial applications for individual activities will not be considered.

The service provider needs to be ready to develop a detailed financial and narrative proposal by 2 January 2024.

A written notification will be issued within the two weeks after the deadline for the submission of application, of the outcome of the selection process.

IOM reserves the right to accept or reject any application, and to annul the selection process and reject all applications at any time, without thereby incurring any liability to the affected Implementing Partners.

For more information, please contact in writing dferhat@iom.int and cyuksek@iom.int

Application guidelines

This document contains instructions on the preparation and submission of the Application.

1. The Application must be submitted through mail to IOM Protection-MHPSS Programme Manager dferhat@iom.int | cyuksek@iom.int no later than 2 January 2024.
2. A detailed description must be provided on how the requirements specified in the Terms of Reference issued by IOM will be matched by the capabilities, experience, knowledge, and expertise of the Service Provider.
3. The Application must be submitted in the English language.
4. The Application document should comprise of the following:
 - i. Cover Letter;
 - ii. Technical narrative and financial proposal; and
 - iii. Any other relevant documents
5. The Service Provider, by submitting an application, gives consent to IOM to share information with those who need to know for the purposes of evaluating and managing the proposal.
6. By submitting the application/proposal, the applicant confirms adherence to IOM's Declaration of Conformity Form (enclosed).

TERMS OF REFERENCE REFERENCES CHECKLIST

The below information is requested to be included in the response to the Terms of Reference issued by IOM:

TABLE 1 – MAIN SERVICE PROVIDER EXPERIENCE IN LAST THREE YEARS (free format)

- Starting Month/ Year
- Ending Month / Year
- Description of projects/ Donors and Contract Amounts (mention which of them are related to similar experience)

Remarks (Provide documentary evidence as much as possible. Relevant certificates/approvals to operate in the country, etc.)

TABLE 2 – LIST OF KEY STAFF MEMBERS TO WORK FOR THE PROVISION OF SERVICES (free format)

- Name
- Designation Qualification
- No. of Years of Experience

TABLE 3 – PROJECT PROPOSAL (free format)

- Narrative of the proposed implementation that includes:
 - Rationale/Justification.
 - Proposed programme approach/methodology, including the procurement modalities proposed – *can provide multiple options*.
 - Prospective contribution and comparative advantage to selecting the Service Provider.
 - Other partners involved and their roles.
 - Brief risk analysis.
 - Estimated timeline to perform the works.
 - Estimated detailed budget to perform the works.