

IOM MISSION – (KENYA COUNTRY OFFICE)

CALL FOR *EXPRESSION OF INTEREST* FOR *PROJECT*:

ADDRESSING CLIMATE AND ENVIRONMENT-INDUCED MOBILITY IN THE ARID AND SEMI-ARID LANDS (ASALS) IN KENYA (GARISSA COUNTY)

1 ***Timeline***

Call for Expression of interest ID #	EOI-KE10-2024-006
Posted (date)	18 January 2024
Clarification Request Deadline	26 January 2024
Application Deadline	05 February 2024
Notification of Results	12 February 2024
Implementation Start Date	19 February 2024
Implementation End Date	31 August 2024

2 ***Locations***

Garissa County

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

IOM Displacement Tracking Matrix (DTM), Mobility Tracking, Solution and Mobility Index, Transhumance Tracking Tool

4 ***Issuing Agency***

IOM

5 ***Project Background***

Established in 1951, IOM is a lead United Nations agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Kenya is severely affected by climate change and environmental degradation. The recurrent drought and floods present multiple challenges for the most vulnerable populations in Kenya as their livelihoods mainly depend on natural resources. Over the past years, Kenya has experienced the worst drought in 40 years with five consecutive failed rainy seasons. Since the Government of Kenya declared the drought emergency in September 2021, the drought situation has impacted the livelihoods of people living in the Arid and Semi-Arid Lands in Kenya. IOM Kenya has identified that over 300,000 people were displaced in Turkana and Garissa

alone. In the short rain season in 2023, it is predicted that there is over 95 per cent possibility of above average rainfalls in most part of Kenya, which poses a risk of displacement caused by heavy rain and floods. As majority of the main source of livelihood for the population living in the Arid and Semi-Arid Lands is dependent on natural resources, they tend to fall into a vulnerable state with the recurrent and severe impacts of climate change. This creates an environment where people who lost their livelihood migrate in search of food, water, pasture and a better livelihood. To respond to the immediate needs of climate change affected populations whilst strengthening durable solutions for long-term stability, IOM Kenya is implementing a project “*Addressing Climate and Environment-Induced Mobility in the Arid and Semi-Arid Lands (ASALS) in Kenya*” through the funding from the U.S. Department of State, Bureau of Population, Refugees, and Migration (PRM).

The project objective is **to mitigate the impacts of climate change and strengthen resilience of the most vulnerable including migrants, displaced and host communities in Garissa and Turkana Counties**. To achieve the objective, the project aims to achieve the two Outcomes:

Outcome I: Strengthened Evidence-Based Strategies through effective use of data for Climate-Resilient Human Mobility and Livelihood Interventions in Garissa and Turkana.

Outcome II: Strengthened inclusive climate resilience and adaptive interventions for displaced people and host communities living in fragile eco-systems in Garissa and Turkana, including in and around Dadaab and Kakuma.

In this call for Expression of Interest, IOM Kenya is inviting international and national non-government organizations (I/NGOs) in Kenya with proven capacity, field presence and technical expertise to implement various activities on strengthening evidence-based strategies to support Garissa County. There are two main Outputs to implement this component: 1) *A comprehensive and updated database on displacement and mobility dynamics of displaced populations in Garissa and Turkana Counties is established and regularly maintained* and 2) *Transhumance Tracking Tool (TTT) is implemented in Garissa and Turkana Counties to inform conflict prevention and peacebuilding and contribute to the implementation of the Protocol on Transhumance*. Both Outputs will ensure to strengthen the evidence-based decision making and would inform the stakeholder on the multi-sectoral needs of the host and mobile population groups, inform the local early-warning systems regarding to the pastoral movements. The activities will benefit displaced people, host communities, in particular, women and youth in Garissa County including Dadaab. By diversifying livelihoods through promoting access to climate smart agriculture and green jobs, the project will contribute to the long-term sustainability and resilience of vulnerable communities.

6 **Expected Results**

The potential implementing Partner (IP) is expected to carry out the following key activities in Garissa County

a.) DTM – Mobility Tracking and Multi-Sectoral Location Assessment **Displacement Tracking Matrix (DTM)-Mobility Tracking and Multi-Sectoral Location Assessment (MSLA)**

1. In close coordination with IOM, hired five (5) Sub-County local team leaders and 55 local enumerators from respective sub-counties or wards in close coordination with the County Commissioner’s office, County Government, National Drought Management Authority (NDMA) and other county key government offices and departments.
2. Ensured that all local team leaders and enumerators participated in the relevant DTM training conducted directly by IOM.
3. Deployed, supervised and managed both local team leaders and enumerators on data collection at settlement level in seven (7) sub-counties in accordance with the data collection atlas provided by IOM, in close coordination with IOM Data and Research Programme Officer.
4. Assigned a full-time qualified focal person or project coordinator to supervise, manage and provide daily field support and oversight for the local team leaders and enumerators in close coordination with the IOM Data and Research Programme Officer.
5. Supervised/managed the administrative and human resources needs and concerns of the local team leaders and DTM enumerators, including remuneration, in accordance with local daily rate being imposed by the organization, including in providing transport, subsistence allowances and

insurances under the IP's medical and health procedures.

6. Submitted the necessary narrative and financial reports, as required by IOM.

b.) DTM – Solution and Mobility Index

1. In close coordination with IOM, hired two (2) County local team leaders and 14 local enumerators from respective sub-counties or wards in close coordination with the County Commissioner's office, County Government, National Drought Management Authority (NDMA) and other county key government offices and departments.
2. Ensured that all local team leaders and enumerators participated in the relevant DTM training conducted directly by IOM.
3. Deployed, supervised and managed both local team leaders and enumerators with selected respondents from households in seven (7) sub-counties.
4. Data collected in accordance with the data collection atlas provided and sampling methodology directed by IOM, in close coordination with IOM Data and Research Programme Officer.
5. Assigned a full-time qualified focal person or project coordinator to supervise, manage and provide daily field support and oversight for the local team leaders and enumerators in close coordination with the IOM DTM Coordinator.
6. Supervised/managed the administrative and human resources needs and concerns of the local team leaders and DTM enumerators, including remuneration, in accordance with local daily rate being imposed by the organization, including in providing transport, subsistence allowances and insurances under the IP's medical and health procedures.
7. Submitted the necessary narrative and financial reports, as required by IOM.

c.) DTM – Transhumance Tracking Assessment and Early-Warning Workshops

1. In close coordination with IOM organized one (1) participatory mapping exercise (workshop) and engaged with County Government, National Government's Administrative Offices and local pastoral associations, local peace committee and early warning system representatives, and with the ICPALD.
2. As a result of the coordination workshop identified the pastoral migration routes at strategic internal transit points and their characteristics as well as on the border with Uganda/Somalia
3. In close coordination with IOM organized two (2) participatory monitoring workshops with County Government, County Commissioner's Office, relevant CSOs and community leaders, and informed the stakeholders on the transhumance movement and their characteristics.
4. In close coordination with IOM and County Stakeholders organized ten (10) local on-site consultative meetings to establish and monitor the Pastoral Mobility Tracking Points with the community members.
5. Established 10 Pastoral Mobility Tracking Points (PMPT)s for data collection in close coordination with IOM Data and Research Programme Officer and according to the participatory mapping workshop and local-on site consultative meetings.
6. In close coordination with IOM, hired two (2) County local team leaders and 14 local enumerators from respective sub-counties or wards in close coordination with the County Commissioner's office, County Government, National Drought Management Authority (NDMA) and other county key government offices and departments.
7. Ensured that all local team leaders and enumerators participated in the relevant DTM training conducted directly by IOM.
8. Deployed, supervised and managed both local team leaders and enumerators to identified pastoralist mobility tracking points.
9. Data collected starting from March and continued for six months, first 14 days of every month, in accordance with the data collection atlas provided and sampling methodology directed by IOM, in close coordination with IOM Data and Research Programme Officer.
10. In close coordination with IOM coordinated climate change and human mobility workshops with the local committees at sub-county level following data collection period of TTT and trained 225 local community members on mitigating disaster risk and hazards

11. Assigned a full-time qualified focal person or project coordinator to supervise, manage and provide daily field support and oversight for the local team leaders and enumerators in close coordination with the IOM Data and Research Programme Officer.
12. Coordinated meetings with local early warning systems to inform the findings of the TTT assessments
13. Supervised/managed the administrative and human resources needs and concerns of the local team leaders and DTM enumerators, including remuneration, in accordance with local daily rate being imposed by the organization, including in providing transport, subsistence allowances and insurances under the IP's medical and health procedures; and,
14. Submitted the necessary narrative and financial reports, as required by IOM.

7 **Other Information**

Coordination with Relevant stakeholders

The project will be seeking coordination with government entities at national, county, sub-county and ward levels, including the ICPALD and other related stakeholders. It aims to maintain the close partnership, coordination and synergies among the agencies implementing the DTM Activities.

Diversity, equity, inclusion and Accessibility Integration

The project will ensure age, gender, diversity and social integration ensuring identification and inclusion of age, gender and diversity differences and inequalities around human trafficking issues as well as equal provision of rights and opportunities regardless of their sex, age, ethnicity, social status, income, religion, sexual orientation, ability or disability etc.

Diversity: IOM and project partners will ensure equal engagement with and participation of diverse stakeholders (men, women, minorities and so on) in consultation, trainings, capacity building, workshops, and all activities in line with diversity and inclusivity concerns.

Equity: IOM will work closely with partners to ensure equity in the provision of services throughout the implementation period by ensuring fairness and impartiality.

Inclusion: The project will involve unconditional cash transfers to ensure that most drought affected vulnerable populations, diverse gender identities and social backgrounds are included. The implementation approach will promote gender transformative messages. The intervention will also mainstream respect, protection and fulfilment of human rights in all phases of the implementation and applying a human rights-based approach in the provision of direct assistance to contribute to the elimination of all forms of discrimination.

Accessibility: IOM will ensure accessibility to the project activities to all stakeholders and beneficiaries, including those most vulnerable groups, in line with the Convention on the Rights of Persons with Disabilities. The project will seek to ensure hard-to-reach communities are not left behind by implementing activities at village level, utilizing existing structures.

Selection Criteria

Name	Description	Weight
Relevance of proposal to achieving expected results	Relevance of proposal to achieving expected results; experience in arid and semi-arid land (ASAL) areas. Relevant technical expertise and experience in working with a different range of stakeholders in Garissa County.	30%
Experience in coordination, validation and data collection	With proven experience in the last 2 years and capacity to support data collection with locally hired enumerators, coordination of stakeholders prior to data collection activities and supporting the post-data collection validation workshops. Ability to carry out key informant, household and community-based assessments, related research and data collection and ability to access hard to reach areas.	30%
Supporting the local early warning systems	Experience in supporting the community members on informed decision-making process, humanitarian response, and development programmes, including in supporting the local early-warning systems with capacity development programmes, related to preparedness, recovery, and community resilience and training the community members on mitigating disaster risk and hazards.	15%
Experience in collecting data on Displacement Tracking Matrix (DTM) and/or on Climate Change and Human Mobility	With proven experience in collecting quality and published data on Displacement Tracking Matrix (DTM) or on related assessment tool that collects key informant/household/community based information on climate change and human mobility covering all sub-locations in the County	15%
Field Presence	With field presence and office in Garissa County implementing various programmes on data collection, humanitarian, development or disaster risk reduction and management programmes.	10%

10 Attachments

Description
ANNEX A - Implementing Partner References Checklist
ANNEX B - Implementing Partners General Information Questionnaire
ANNEX C - DECLARATION OF CONFORMITY FORM

12 For more information on this partnership opportunity, and to apply, please visit

www.iom.int.kenya

The organizations responding to this call need to demonstrate their capacity to implement all listed activities as a single package. Partial applications for individual activities will not be considered.

IOM reserves the right to cancel/reduce the scope of planned activities or to introduce new/broaden the scope of the existing activities. Selected Implementing partner needs to be ready to develop a detailed budget based on submitted proposal in two weeks upon receiving the notification from IOM.

All applicants will receive written notification, within the two weeks after the deadline for the submission of Concept Note, of the outcome of the selection process. Should an applicant request further clarification, IOM will provide a response explaining the transparency and integrity of the selection process undertaken.

IOM reserves the right to decline disclosure of the specificity of decision derived by the IOM mission due to reasons related to confidentiality.

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

For more information, please contact send an email to (hacar@iom.int)

Expression of Interest submission guidelines

This document contains instructions on the preparation and submission of the Application including Annex A: IP Information.

1. A detailed description must be provided on how the requirements specified in the Call for Expression of Interest (CEI) issued by IOM will be matched by the capabilities, experience, knowledge and expertise of the Implementing Partners
2. The Application must be submitted electronically via the following email: iomnborfq@iom.int. address **not later than 5 February 2024**. In case you have questions please send your email to the same **not later than 26 January 2024**. You are requested to **indicate the subject on the email to read the Call for Expression of Interest EOI-KE10-2024-006 while sending your application**
3. IOM will hold a briefing meeting to explain IOM's expectations on **26 January 2024**. The applicant shall contact hacar@iom.int in case interested to attend the briefing meeting.
4. The Application must be submitted in the English language and in the format prescribed by IOM within the CEI. All required information must be provided, responding clearly and concisely to all the points set out. Any application which does not fully and comprehensively address this CEI requirements may be rejected.
5. The Application document should comprise of the following:
 - a. Cover Letter;
 - b. Duly accomplished application documentation as outlined within the CEI signed on all pages by the Implementing Partner's Authorized Representative; and
 - c. Project proposal, budget, results matrix and workplan
 - d. Submit a Unique Entity Identifier (UEI), Instructions for obtaining a UEI number can be found at <http://fedgov.dnb.com/webform>.
 - e. Any other relevant documents.
6. Applications may be modified or withdrawn in writing, prior to the closing time specified in this Request for Eol. Applications shall not be modified or withdrawn after the deadline.
7. The Implementing partner shall bear all costs associated with the preparation and submission of the Application and IOM will not in any case be responsible and liable for the costs incurred.
8. IOM at no occasion will ask an application fee from Implementing Partners.
9. All information given in writing to or verbally shared with the Implementing Partners in connection with this CEI is to be treated as strictly confidential. The Implementing Partner shall not share or invoke such

information to any third party without the prior written approval of IOM. This obligation shall continue after the selection process has been completed whether or not the Implementing Partner application is successful.

10. IOM will treat all information (or that marked proprietary/sensitive/financial) received from Implementing Partners as confidential and any personal data in accordance with its Data Protection Principles.
11. The Implementing Partner, by applying, gives consent to IOM to share information with those who need to know for the purposes of evaluating and managing the proposal.
12. IOM reserves the right to accept or reject any Application, and to cancel the process and reject all Applications, at any time without thereby incurring any liability to the affected Implementing partner or any obligation to inform the affected Implementing partner of the ground for IOM's action.

ANNEX A: IMPLEMENTING PARTNER REFERENCES CHECKLIST

The below information is requested to be include in the response to the CEI issued by IOM:

TABLE 1 – MAIN IMPLEMENTING PARTNER EXPERIENCE IN LAST THREE YEARS (free format)

- Starting Month/ Year
- Ending Month / Year
- Donor / Lead partner
- Description of projects
- Contract Amount

Remarks (Provide documentary evidence)

TABLE 2 – SIMILAR EXPERIENCE IN LAST THREE YEARS (free format)

- Year
- Donor / Lead partner
- Description of projects
- Contract Amount
- Remarks (Provide documentary evidence (*))

TABLE 3 – LIST OF KEY STAFF MEMBERS (free format)

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

Provide an organizational chart and detailed CVs for key management and personnel in the Organization

TABLE 4 – ANY OTHER INFORMATION (free format)

In addition to the required information, Implementing Partners may provide any other related documents

ANNEX B: Implementing Partners General Information Questionnaire

Information provided in this form will be used as input to the Due Diligence Assessment of applicants

Call for Interest ID number:	
Full name of the Organization and abbreviation:	
Address and e-mail of contact person:	
Date of completion:	
Existing partnership with IOM?	
If yes, when did the cooperation with start?	

A. BACKGROUND AND GOVERNANCE

Is your organization legally registered in the country(ies) of implementation? If yes, please provide registration number/proof. If not, please explain.	
What is the status of the organization (e.g. IO/iNGO, NGO, etc)?	
Does the organization produce an annual audited financial statement that is publicly available? If not please explain.	
Does the organization's management or ownership have any affiliation to IOM that would result in a conflict of interest?	
Who has influence over the organization?	
When was the Organization founded?	
When was the Organization last assessed by IOM or another UN entity?	
Date of last external evaluation and the name of the evaluator. Can the evaluation be shared with IOM?	

B. ORGANIZATIONAL STRUCTURE

Is an updated organizational structure/chart and the CVs of key personnel attached to the application?	
Where does the organization work in the country and what is its in-country structure and field presence?	
How many staff members work in the country office/programme?	
Are the all the main operational functions adequately staffed and resourced (finance, logistics, implementation, M&E)?	
Does the organization have personnel guidelines?	
Does the organization have personnel security procedures?	

C. EXTERNAL ENGAGEMENT AND INFLUENCE

Networks and coordination	
Is the organization involved in networking with other Civil Society Organizations, humanitarian organizations or networks? If yes, please provide details.	
Does the organization coordinate its work with other Civil Society Organizations (local, national, international)? If yes, please provide details.	
How does the organization interact with beneficiaries and communities?	
Does the organization coordinate with the government/authorities?	
Does the organization engage in public or political processes (i.e. national and local government policy or budget discussions / decisions)	
Information and advocacy	
Does the organization produce information materials regularly? If yes, please describe.	
Does the organization hold public events for fundraising or other purposes? If yes, please describe.	
Does the organization work through the media?	
Does the organization use advocacy as a foundation of its work? If yes, please describe.	
Does the organization perform any lobbying activities? If yes, please describe.	
C. PROGRAMMATIC CAPACITY	
Does the organization have a stated mission and vision? Please provide the link if publicly available.	
What are the target group(s)/ beneficiaries of the organization?	
What is the geographical focus of the organization?	
What is the programmatic focus of the organization?	
Does the organization have a documented risk register and a risk management process?	
Does the organization:	
Uphold and abide by the humanitarian principles?	
Support the provision of impartial assistance solely based on needs?	
Operate independently without the imposition of a political agenda?	
Uphold a do-no-harm approach?	
Have a long-term plan/strategy in place?	
Have a framework for Accountability to Affected Populations?	
Have a Code of Conduct or other ethics policy?	
Have policies and procedures to prevent sexual exploitation and abuse?	

D. FINANCIAL CAPACITY

What donors are currently supporting the organization's programmatic activities?

What is the current overall budget for the organization's activities?

Has the organization faced any liquidity or solvency related challenges during the past three years? If yes, how was it resolved?

Accounting system

Does the organization have detailed policies documenting its accounting standards, rules and procedures?

Which accounting standards the organization follows (IPSAS; IFRS, national)?

Which accounting software does the organization use and is it integrated with other functions (e.g. HR, procurement, etc.)?

What is the document retention policy in relation to accounting and supporting documents? How does the organization ensure a safety of archives from theft, fire, flooding etc.? Were there any challenges faced in this respect during the last three years?

Are all costs booked in the organizations accounts in a timely manner?

Can the organization provide periodic financial reports at the project level?

Financial control

Does the organization have its own bank account registered in its own name?

Does the organization have established internal audit functions?

Is there a regular requirement for external audit on the companies accounts and if yes, is it carried out in a timely manner?

Does the organization comply with the audit recommendations received?

What are the main characteristics of the internal control system in place? Were there any challenges faced in this respect during the last three years?

How does the organization ensure sufficient segregation of duties?

Is there a system in place to avoid double reporting of expenses to donors? Does the organization have a project accounting solution in place to facilitate related controls?

Cost effectiveness

Is the organization cost conscious? What principles are followed to minimize costs?

Are quotations or invoices collected before purchases are made?	
E. PROCUREMENT AND SUPPLY CHAIN CAPACITY	
Describe the logistical setup of the organization.	
Does the organization have and follow counterterrorism policies requiring systematically vetting partners and suppliers against recognized lists of terrorists?	
Procurement	
Does the organization have clear procurement regulations? If yes, please share a copy.	
Was the organization's procurement policy reviewed and accepted by other organizations and/or donors?	
Does the organization have a clear policy for segregation of duties and delegation of authority in the procurement process?	
Does the organization have (and use) a procurement plan?	
Does the organization uses ERP system to post procurement transactions?	
Asset and warehouse management	
Does the organization have an asset database?	
Does the organization have established protocols for handing over, write-off, sales and disposals of assets?	
Does the organization have procedures for managing stocks and warehouses?	

I, the undersigned, warrant that the information provided in this form is correct and, in the event of changes, details will be provided as soon as possible:

Name/ Signature/ Date

ANNEX C: DECLARATION OF CONFORMITY FORM

ORGANIZATION:

ADDRESS:

SIGNATORY (NAME AND TITLE):

DATE:

As authorised signatory for the organization named above (the "Organization"), I hereby represent and warrant that neither the Organization, nor any person having powers of representation, decision-making or control over it or any member of its administrative, management or supervisory body, has been the subject of a final judgement or final administrative decision for one of the following reasons:

- a) bankruptcy, insolvency or winding-up procedures;
- b) breach of obligations relating to the payment of taxes or social security contributions;
- c) grave professional misconduct, including mis-representation;
- d) fraud;
- e) corruption;
- f) conduct related to a criminal organisation;
- g) money laundering or terrorist financing;
- h) terrorist offences or offences linked to terrorist activities;
- i) child labour and other trafficking in human beings, any discriminatory or exploitative practice, or any practice that is inconsistent with the rights set forth in the Convention on the Rights of the Child or other prohibited practices;
- j) irregularity;
- k) creating or being a shell company.

On behalf of the Organization, I further represent and warrant that:

- a) The Organization is financially sound and duly licensed;
- b) The Organization has adequate human resources, equipment, competence, expertise and skills necessary to perform the partnership activities fully and satisfactorily, within the stipulated completion period and in accordance with the relevant conditions of collaboration;
- c) The Organization complies with all applicable laws, ordinances, rules and regulations when performing the partnership activities;
- d) The Organization will in all circumstances act in the best interests of IOM;
- e) No official of IOM or any third party has received from, will be offered by, or will receive from the Organization any direct or indirect benefit arising from the partnership activities;
- f) The Organization has not misrepresented or concealed any material facts during the partnership process;
- g) The Organization will respect the legal status, privileges and immunities of IOM as an intergovernmental organization;
- h) Neither the Organization nor any persons having powers of representation, decision-making or control over the Organization or any member of its administrative, management or supervisory body are included in the most recent Consolidated United Nations Security Council Sanctions List (the "UN Sanctions List"), or are the subject of any sanctions or other temporary suspension. The Organization will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension;
- i) The Organization does not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the UN Sanctions List and any other applicable anti-terrorism legislation;
- j) The Organization will apply in the partnership activities the highest ethical standards, the principles of efficiency and economy, equal opportunity, open competition and transparency, and will avoid any conflict of interest;
- k) The Organization undertakes to comply with the Code of Conduct for IOM Implementing Partners.

It is the responsibility of the Organization to inform IOM immediately of any change to the information provided in this Form.

IOM reserves the right to withdraw any offer of partnership or terminate any agreement, with immediate effect and without liability, in the event of any misrepresentation made by the Organization in this Form.

Date and signature