



# CALL FOR PROPOSALS

## PROCUREMENT Reference No. UGA01/UG0001/009

### Consultancy Services for conducting a baseline study on Access, Protection, Empowerment, Accountability and Leadership Project (APEAL)

CARE International in Uganda secured funding from European Union Civil Protection and Humanitarian Aid (ECHO) to implement a project through a Consortium called APEAL. CARE International is the lead of the protection based Consortium. The other members of the consortium include International Rescue Committee (IRC), Save the Children (SCI), WoMena, Kabarole Resource and Research Centre (KRC) and Uganda Law Society. Part of the funding was allocated to conducting a baseline study in Kyangwali and Kyaka II Refugee Settlements in Kikuube and Kyegegwa Districts respectively; all in Uganda. The baseline study will be conducted through a consultancy services sourced by CARE International.

To achieve this, CARE International in Uganda is seeking for the services of a Consultant (s)/ Consultancy firm to carry out the baseline survey. CARE International in Uganda now invites national, qualified and registered Consultant(s)/Consultancy firms to indicate their interest by submitting proposal applications for conducting the consultancy. Interested Consultant(s)/firms should submit both technical and financial proposals as per the guidelines below. The Technical proposal must provide information indicating that they are qualified to perform these services such as description of similar assignments, experience in similar assignments and proof of availability of appropriate staff.

Individual consultants or consultancy firms meeting the following profile are invited to send a technical and financial offer specifying the following:

- Evidence of official registration in Uganda as a consultancy firm or individual consultant (submit evidence of registration);
- Demonstrated experience (at least 5 years) providing senior level technical advisory to a range of clients (INGOs, UN agencies, Government of Uganda institutions) conducting

- Base and end line studies; A track record of assessments conducted in the past 5 years, a summary of the scope, the date when it was conducted and the name and details of the client (including contacts of the person who can be contacted for reference checks) must be attached with the application;
- Experience in conducting baseline studies for complex humanitarian interventions and for refugee populations in Uganda is highly preferred;
- Familiarity with key indicators from relevant refugee strategies and frameworks highly preferred, including indicators from the Refugee Response Plan for 2019 & 2020 that CARE and other actors need to report on.
- Availability during mentioned period;
- Evidence of availability of appropriate qualifications, manpower and key staff that will constitute the team.
- Further, to this consultant or firm must indicate how they intend to mobilize the professional skills for the proper implementation of the assignment within a maximum of 30 working days earmarked for the assignment as indicated in the timeframe below.
- In the case of an independent consultant, financial capacity and willingness to pre-fund the work as CARE is not able to pay advances. A payment plan will be drawn based on above deliveries.
- Include the Curriculum Vitae of the key consultants.

**To view the full content of the terms of reference, visit the CARE website by logging on to xxxxxxxxxxxxxxxxx**

Interested persons/firms MUST submit their TECHNICAL and FINANCIAL proposals to [UGACAREUganda@care.org](mailto:UGACAREUganda@care.org). The subject of the email should read **Application to Conduct APEAL Baseline Survey**. No applications shall be received later than **June 7th 2019** Close of Business (COB).

**CARE IS AN EQUAL OPPORTUNITIES & GENDER SENSITIVE EMPLOYER.  
CORRUPTION, FRAUD, SEXUAL EXPLOITATION AND ABUSE AND CHILD ABUSE ARE NOT TOLERATED.**

*CARE International in Uganda does not ask for any payments from applicants during the recruitment process*