CALL FOR EXPRESSIONS OF INTEREST (EoI)

Request for an Implementing Partner to support the promotion of sustainable and well-informed urban housing development in West Africa

Submission Start Date: 22.04.2024

Submission Deadline Date and time: 06.05.2024 at 17h00 GMT / Dakar time

Please submit your EoI either in English or in French to: julia.defaria@un.org

Key Information of the Assignment

- Purpose of the Call for EoI: Support UN-Habitat in promoting sustainable and well-informed urban housing development in West Africa

- Locations
    - Town/City: Dakar
    - Country: Senegal

- Planned start date of the Assignment: 15st of May 2024

- Assignment duration in calendar months: 7 months

- Lead Organization Unit: Regional Office for Africa (ROAf), UN-Habitat

Brief Background of the Project

Within the continent, West Africa is one of the most dynamic regions, while being stricken with complex and dire phenomena. The subregion hosts 30% of the total African population, a number that is forecasted to double by 2040. This population growth will be absorbed by cities that are currently unable to respond to the expected multiplication of related urban demands. Indeed, a large part of West Africa – the Sahel region – has been the stage of ongoing, complex, and dire conflicts, that not only have been affecting the political, demographic and socio-economic landscape of the impacted and surrounding countries, but also revealed and exacerbated the hardships faced by secondary cities in the area to absorb the resulting shocks and sudden stress.

This proximity among West African countries is reflected in their shared history, close cultures and practices, but also in the challenges they face. Most of the 16 west African countries were influenced by the French model, which led them to adopt a macrocephalic urban development, favoriting the growth of one main city. This overconcentration of populations, the economy and investment in the largest cities combined with the lack of decentralization of technical, financial and human resources curbs the capacity of municipalities to carry out their mission. In these countries, actors intervene in

the different sectors of urbanization (housing, social services, policies, etc.) in silo, which hinders the promotion and progress of sustainable, affordable and informed urbanization.

The common challenges observed in West African countries particularly affect access to housing, the management of the effects of climate changes and the access of the urbanization actors to adequate and accurate information to pursue their work. Indeed, the high poverty rates, preeminence of informality in the economies and lack of adaptation of housing finance products to the situation of the bottom forty (B40) households hinder the ability of the housing sector to participate efficiently in the national economy. The west African countries are part of the most afflicted by the effects of climate changes. However, these rapidly growing societies struggle the mitigate these effects and to build their resilience to the raise of temperatures, the recrudescence of flooding episodes, coastal erosion and greenhouse gas. Finally, the lack of accessible, transparent, accurate and up-to-date data on the different components of urbanization obstruct the ability of decision makers and technical and financial partners to design initiatives that respond adequately to the needs of the population. These issues need a trans-boundary approach to identify bespoke and efficient solutions.

The Center of Excellence on Housing (CEH) was created to address these challenges and promote sustainable and well-informed urban housing development in West Africa. UN-Habitat, together with the University Joseph Ki-Zerbo (ISSP), in Ouagadougou, Burkina Faso and the University Cheik Anta Diop (ESEA), in Dakar, Senegal, are supporting this initiative. UN-Habitat is looking for an Implementing Partner to support the sustainability of this initiative, providing technical expertise on housing and capacity building, as well as developing tailored tools and mobilize regional partners.

Main activities to be carried out during the Assignment

Under the general supervision of UN-Habitat's Portfolio Manager for West Africa, the selected Implementing Partner will be responsible for the achievement of the following tasks and the development, writing and editing of the corresponding deliverables listed below:
- *Provide technical expertise on housing, sustainability and capacity building, to support the implementation of the CEH activities at the regional level;*
- *Disseminate UN-Habitat's tools, findings and projects at a regional level and contribute to the development of National Housing Reports;*
- *Contribute to the dissemination of best practices and knowledge between francophone and anglophone countries;*
- *Elaborate and organize trainings to build the capacities of decision makers, technical agents, and other stakeholders participating in the housing, environmental and knowledge sectors of the WAEMU countries;*
- *Mobilize the stakeholders of the housing, environmental and knowledge building, with a focus on private and finance actors to support urbanization in west Africa, within the context of the WAEMU countries; and*
- *Any other activity concurring to the promotion of a sustainable and well-informed urban affordable housing development.*

Risk Analysis

Anticipated Risks to the achievement of Objective	Likelihood Scale of 1-5 1-Least Likely 5-Most Likely	Impact Scale of 1-5 1-lowest Impact 5-Highest Impact	Mitigation plan
Operational:			
1. Lack of availability of experts on housing, sustainability and capacity building in the west African countries	2	2	Make sure the IP disposes of a pool of experts in the region and with the appropriate knowledge.
2. Inadequate cooperation of different levels of government	3	4	Coordination with all levels of government in the active countries will take place in all the activities of this partnership, as well as trainings and capacity development workshops, facilitate by UN-Habitat
4. Serious security risks would prevent the engagement of national/international staff in the area and hinder the implementation of the project during the trainings and workshops	1	2	Security risks are low within the subregion, however UNDSS provisions for inland work will be respected. In the countries afflicted by conflicts, the IP should make sure to be connected with local focal points so the activities can be piloted remotely.

Eligibility Criteria

Criteria	Submission Details/ Documents Required
Legal Status	Certificate of registration/incorporation i.e.: • Proof of registration in Country of Origin. • Proof of registration of Country of operation • Proof of country operational presence

Organization profile and details	• Clear organization profile and structure of the organization indicating:
	    o Organization's vision, mission and objectives
	    o Management structure
	    o Members of the Governing Board and their Designations duly certified by the Corporate Secretary, or its equivalent document
	    o Proof of membership to professional associations if any.

Financial Capacity	• Audited company financial statements (balance sheet and income statement) and auditors report for the last two years

Selection Criteria

Criteria	Submission Details/ Documents Required	Weighting
1. Technical and Operational Capacity/Approach		**70%**
1.1 Does the organization have the relevant **experience and proven track record** in implementing activities in the areas of the project? Has it managed in the past projects of similar technical complexities and financial size? Is the project linked with the core business of the IP?	• List of projects executed in the last 2 years (value, location, donors, nature of projects, execution stage – completed or ongoing). • Demonstrate how the experiences in past projects are relevant in the execution of the current proposal • References from past donors	
1.2 Does the organization have **qualified technical staff** with the experience and the technical skills required by the project? What is the staff size, type, qualification and education background?	• CVs of key management staff, technical and non-technical staff that will be involved on the project • How many technical staff do you have in the concerned Country for implementing the project? Is there reasonable assurance that such technical staff required by the project will continue to be available as needed in the Project?	
1.3 Does the organization have a clear and strong link with **an identifiable constituency** relevant to the targeted population of the project? Does it have the ability to impact on the targeted population and on the issues? Does it have strong presence in the field and for how long? Does it have adequate capacity to work in key areas/regions where the proposed field activities will be implemented?	• Demonstrate, describe and provide proof of local operational presence, including link and ability to impact the targeted population.	
1.4 Does the organization possess adequate physical facilities, office equipment, transport, etc. to implement the activities?	• Provide location and list of office facilities, vehicles and office equipment locally available to implement the project.	
1.5 Does the organization have formal procedures to monitor project execution (e.g. milestones, outputs, expenditures…)	• Provide formal project monitoring policies and procedures	

1.6 Technical approach to implement the Assignment **(NB: No need for a detailed technical proposal at this stage; the latter will be requested once the detailed workplan to carry out the Assignment will be defined)**	• Describe in maximum 2 pages the technical approach your organization would adopt to carry out the proposed Assignment	

2. Financial and Administrative Capacity and Estimated Budget		**30%**
2.1 Has the organization been in operation over a period of at least 2 years to demonstrate its **financial sustainability** and relevance?	• State the years of operation • Financial statements for the last 2 years	
2.2 Does the organization have formal procedures and controls to mitigate fraud such as multiple signature signatories on bank accounts, reporting and prosecution of incidences of fraud?	• Describe anti-fraud controls and provide formal procedures	
2.3 Does the organization have capacity to provide in-kind, financial, personnel contribution as UN-Habitat Implementing Partner in this present project? Please give details of contribution nature and size.	• Describe nature and value of contribution (in-kind or cash)	
2.4 What would be the estimated budget needed to carry out the Assignment **(NB: No need for a detailed budget at this stage; the latter will be requested once the detailed workplan to carry out the Assignment will be defined)**	• Provide a rough budget to carry out the Assignment using only main categories (e.g. Personnel Costs, Administrative Costs, Operational Costs, Mission Costs, Miscellaneous Costs, etc.)	
Cumulative score for ratios		**100%**

Notes:

1. Interested Organizations must provide information indicating that they are qualified to perform the services (brochure, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc).

2. The Call for EoI and accompanying documents must be received in accordance with instructions provided. The Call for EoI submitted to a different email address other than the specified one will not be considered.

3. The Call for EoI from applicants failing to provide the complete information to fulfill the basic eligibility criteria will be considered non-responsive.

4. The Call for EoI received after the above deadline will not be considered

5. Organizations will be selected in accordance with the procedure set out in the UN-Habitat IP Management policy and Standard Operating Procedures.

6. The Call for EoI from applicants failing to provide the requested information will be disregarded.

7. This Call for EoI does not entail any commitment on the part of UN-Habitat, either financial or otherwise. UN-Habitat reserves the right to accept or reject any or all Proposals without incurring any obligation to inform the affected applicant(s) of the grounds.

8. All prices must be in USD