

## ANNEX C: CALL FOR EXPRESSION OF INTEREST [TO BE ISSUED BY UNHCR]

*Note:* The purpose of the [Call for Expression of Interest](#) is to solicit interest from existing or prospective partners that wish to participate in a UNHCR operation and contribute complementary resources (human resources, knowledge, funds, in-kind contributions, supplies and/or equipment) to achieving common objectives as agreed in a [Project Partnership Agreement](#).

[UNHCR Offices](#) are required to provide a brief description and background of the [Project](#) and selection criteria for the [Project](#). A sample template for a [Call for Expression](#) of interest is below.


CALL FOR EXPRESSION OF INTEREST No. EOI 02	
Project title and Identification:	Project Location:
Assistance to Refugees in Sri Lanka - Refugee Center in Negombo	Negombo
Brief Background of the Project:	
<p>Sri Lanka is not a signatory to the 1951 Convention or its 1967 Protocol relating to the Status of Refugees. There are no national procedures for refugee status determination. UNHCR, with the agreement of the Government of Sri Lanka carries out refugee status determination.</p> <p>This project seeks to establish an inclusive community refugee center in Negombo, to improve the social environment of refugees in Sri Lanka through provision of space for community based activities, sessions on SGBV, child rights and other protection-related issues, focus group discussions, sharing and learning, psychosocial counselling, consultations, discussions between UNHCR, Partners, PoCs and other stakeholders, skills development programmes for youth and women's groups, sports and recreation activities for all groups, and organize English and computer classes for adults in Negombo area.</p> <p>564 refugees (79.4% of the total refugee population in the country [710 ind.]) who are living in and around Negombo are targeted in this project. This includes 200 minors and 364 adults.</p>	
Goal/Objective, Expected Outcome and Main Activities:	
Goal – Protection and Mixed Solutions	
Intended Population of Concern:	
Refugees	
Project Period [estimated start and end dates of project]:	
1 January 2018 – 31 December 2018	
Submission Deadline:	Date Decision Results to be Communicated to Applicants:
29 September 2017	06 November 2017
Selection Criteria	

<i>Choose relevant criteria</i>	Criteria Description	Assigned Weighting <i>(optional)</i>
	<b>Sector expertise and experience:</b> the required specific skills, sector specialists, knowledge and human resources. (200 words maximum)	25%
	<b>Project management:</b> ability to deliver project objectives, accountability mechanisms and sound financial management, taking into account the audit results of the previous UNHCR-funded projects, past performance and the external audit of partners' financial statements, where applicable. (200 words maximum)	20%
	<b>Local experience and presence:</b> ongoing programme in the area of operation; local knowledge; engaging refugees and other persons of concern; trust from local communities; local presence; partner policy on community relations; complaint mechanisms for persons of concern; self-organized groups of persons of concern; and other factors that would facilitate access to and better understanding of the persons of concern and that would reduce administrative difficulties. (200 words maximum)	20%
	<b>Contribution of resources:</b> evidenced and documented contribution of resources to the Project in cash or in-kind (e.g. human resources, supplies and/or equipment) by the partner that are presently available (or potentially mobilized by the partner) in order to supplement UNHCR resources. (200 words maximum)	10%
	<b>Cost effectiveness:</b> level of direct costs and administrative costs imposed on the Project in relation to project deliverables. (200 words maximum)	15%
	<b>Partner's capacity to undertake procurement:</b> ability to undertake large scale procurement, prior procurement experiences and value of procurement. Functioning procurement unit in the country of operation. Established effective internal-controls and PQP status (when procurement is US\$100K and above). (200 words maximum)	5%

	<b>Experience working with UNHCR:</b> global and/or local partnerships including knowledge of UNHCR policies, practices and programmes, including an understanding of and ability to work within UNHCR's funding limitations and associated inherent risks. Partners that have three consecutive qualified audit opinions for UNHCR-funded projects may not be considered. (200 words maximum)	5%
	<b>Other:</b> as required by the UNHCR Office for any specific project (specify) (200 words maximum)	

*Other information (optional)*

*While it is noted that the Refugee Centre Negombo will primarily serve registered refugees, some of the Centre's activities, including those supporting UNHCR community outreach work and/or specific protection interventions that may be required, could also be applicable to asylum seekers who reside in Negombo.*

Issuing UNHCR Office	Representation Office, Colombo
Contact Address	No. 97, Rosmead Place, Colombo 7
Signature, Head of Office	
Full name and title, Head of Office	Rianawati, Representative
Name of UNHCR Office	Representation Office, Colombo
Date	11 September 2017