

EVANGELICAL LUTHERAN CHURCH IN TANZANIA



PROPOSAL No. ELCT/FY24/HQ1/RFA

REQUEST FOR APPLICATION (RFA)

FOR

HAPANA MAREFU YASIO NA MWISHO;

(There is No Distance that has No End)

DECEMBER, 2024

ABBREVIATIONS AND ACRONYMS

BOQ	Bill of Quantities
ELCT	Evangelical Lutheran Church in Tanzania
FBO	Faith Based Organization
FY	Financial Year
GITA	General Instructions to Applicant, in the SPD
HQ	Head Quarter
ICT	International Competitive
IF	Information Forms
IFT	Invitation for Proposals
IFP	Invitation for Prequalification
ITT	Instruction to Applicant
JV	Association
JVA	Association Agreement
NCT	National Competitive
PITA	Particular Instructions To Applicant
PQ	Prequalification
PITA	Particular Instructions to Applicant, in the SPD
PMU	Procurement Management Unit
SBT	Standard Document
SPD	Standard Prequalification Document
PDS	Proposal Data Sheet
RFA	Request For Applicant



ELCT | EVANGELICAL LUTHERAN
CHURCH IN TANZANIA

Evangelical Lutheran Church in Tanzania (ELCT)

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PART I: SELECTION PROCEDURES AND REQUIREMENTS

Section 1: Letter of Invitation (LOI)

EVANGELICAL LUTHERAN CHURCH IN TANZANIA



PROPOSAL No. ELCT/FY24/HQ1/RFA

REQUEST FOR APPLICATION (RFA)

FOR

**HAPANA MAREFU YASIO NA MWISHO;
(There is No Distance that has No End)**

Date: 02nd December, 2024.

THIRD -PARTY SUPPORT

1. BACKGROUND

- a. The Evangelical Lutheran Church in Tanzania (ELCT) focuses on propagating the "holistic" Gospel serving man through spiritual, social, economic and environmental programs /interventions in order to have a God-loving community hence fulfilling God's mission in Tanzania. Currently the Church coordinates Hapana Marefu Yasio na Mwisho; There is No Distance that has No End Project which is a 3-year project aiming to end child marriage in Tanzania through transforming positive norms, supporting girls at high risk and ending child marriage and change of the Law of Marriage Act (1977). The project is pushing for the changes of the law, awareness work for #116, mobilizing the interfaith community in Dodoma, Tabora, Morogoro, Mwanza, and Zanzibar to stand against child marriage within their communities and strengthened comprehensive services especially within the Maasai community in Morogoro. It is implemented by a consortium including the beneficiary, Co-beneficiaries, Affiliated and Associates. The project is Co- funded by the European Union with own contributions from ELCT and Felm.
- b. The project aims to achieve the following interlinked outputs: *Girls self-efficacy including ability to stay safe from child marriage through help-seeking is strengthened.* With this, the



intervention focuses beyond the intended activity of creating Morogoro a model region for preventing child marriages, also on ensuring that when creating more visibility for child marriage, the subsequent increase in help-seeking by girls at risk, will simultaneously ensure that the girls are aware of #116 and other support services. In doing so, this output also serves as part of risk mitigation plan (*increasing visibility of the harm of child marriage leads to increasing help-seeking by girls, but girls do not know where to look for help*). Knowing where to look for help is not adequate to end child marriage (nor FGM) if the norm around the acceptability of child marriage is not eliminated. Output 2 is: *Norms that condone and fuel child marriage are transformed through evidence-based strategies*. This output is adapting and translating material that has been newly developed based on ground-breaking research in Mwanza, to be used for specifically child marriage, and particularly combining it with material geared at interfaith leaders. Output 3 is *Interfaith actors are on the frontline in demanding and creating an enabling environment for a revised Law of Marriage Act in Tanzania*

- c. Intervention logic: The action is designed to answer one of the most destructive norms affecting adolescent girls and women in the United Republic of Tanzania, the acceptability and legality of child marriage, and the lack of access to support services for girls at risk or already in union as children. This is especially the case in pastoralist communities where a multitude of harmful practices including FGM continue to be practiced, one of these areas is Morogoro
- d. ELCT seeks requests for application from eligible FBO and Women/Youth Led Organization. The estimated project duration is Nine (9) months form Contract signing date.
- e. Interested Applicant may obtain a complete set of RFA document, further information and inspect the document in English language through ELCT website from the following links: www.elct.or.tz , www.elcthealth.tz and pay a non-refundable fee of Tsh. 100,000/= (Tanzanian Shillings One Hundred Thousand Shillings only) for **each RFA**. Payment shall be made through Bank Name: **CRDB BANK**, Account Name: **ELCT CW SLEP PROJECT**, Account No. **0150301086500** and **MUST** attach payment receipt to each application form submitted as a proof of payment.
- f. All applications should be **physically** delivered with **One original** and **Two copies** for Technical and Financial proposal of each where, Technical and Financial proposals should be enclosed separately in independent envelopes and later on enclosed in one envelope clearly marked the relevant **proposal number and details (without the name of the firm on top of**



the envelop) before Friday, 2.00 pm, December 16th, 2024 on 1200hrs local time. Make sure the document is registered in a registry. There will be no public opening.

**Secretary General,
The Evangelical Lutheran Church in Tanzania
Block 66, Boma Road
P.O.BOX 3033,
Arusha-Tanzania.**

- g. ELCT shall not be responsible for misplacement or premature opening of proposals, which are not sealed, reserves the right to accept or reject any application and is not bound to give reasons for its decision.
- h. Late Proposals, portion of Proposals and Proposals not received, Proposals not opened and read out in public at the opening ceremony shall not be accepted for evaluation irrespective of the circumstances.
- i. Interested Applicant may obtain further information by contacting the procuring unit through; **Email: procurement@elct.or.tz** ; 09:00-15:30 on Mondays to Fridays (working hours only) inclusive except on public holidays.
- j. ELCT will not refund any costs incurred by Applicants in the making of this application. This includes but not limited to, costs for preparing and submitting an application and other communications related to the application. Only finalist applicant will be contacted. Thank you for your interest in ELCT's work in Tanzania and supporting national initiatives to saving lives, improving health and transforming future.

2. METHODOLOGY

The project cycle management of the Action is guided by Human Rights Based Approach (HRBA). In the project design, human rights are used as a basis for setting the priorities and objectives, which is in line with consortium members' values and principles, as all their actions are built on advancing human rights and addressing the root causes of marginalization and injustice. The Action facilitates the civil society's – notably young people, women and PwDs – understanding on their rights, entitlements and inform about public services and resources to participate actively on development policy dialogue and to make systematic claims on their rights. Similarly, the Action develops public authorities and other duty bearers' capacity to hold accountability and to respect, protect and fulfil the rights of the citizens, focusing on women and PwDs for equal inclusion – contributing to the governance, democracy, and the rule of law. The consortium members follow the Basic Operating Guidelines (BOG) in the implementation of the action.

The Action implements Gender Equality and Social Inclusion (GESI) Approach to include the most oppressed and marginalized communities and people groups. At the core of the Action is to



address the root causes of gender inequality and gender-based violence through a set of interventions that have been designed based on the socio-ecological framework, recognizing that behaviour change can be achieved through activities that target individual, interpersonal (family/peer), community and social/structural levels (Health Communication Capacity Collaborative, SBCC I-Kit). Bottom-Up Approach is applied to ensure the voices and real needs of the marginalized women groups are represented.

3. SCOPE OF WORK

ELCT is planning to involve FBOs, Women and Youth led organization in the implementation to make sure that the inclusion of women and youth belonging to minority religions who often face distinct forms of Othering are reached. The core idea is to capacitate the local community members and FBO/SCSOs to act as change-agents and to bring evidence from the grassroots to global arenas.

The specific scope is outlined below:

Awareness campaigns for increased understanding of the child marriages effects and mobilizing communities in pushing for a desired change

Support a communication campaign in Morogoro, Mwanza, Dodoma, Tabora and Zanzibar on the existence of 116 among rights holders including through visiting rural primary schools and community radio campaigns

Identify champion faith leaders and support them in peer-to-peer training to share experiences in ending child marriage

4. DELIVERABLES

- a. Periodic Reports both narrative and financial
- b. Final Reports – Narrative and Financial
- c. Audited report for FBO

5. APPLICANT ELIGIBILITY

a. Faith Based Organization:

- i. One faith-based organization (FBO) to implement awareness campaigns or actions to end child marriage or norms and change values fueling them.
- ii. The organization should be registered as a religious organization under the Ministry of Home Affairs on the mainland or/and with the chief government registrar on Zanzibar.
- iii. The organization should have at least 400,000 members and strong media house to reach its members and wider audiences.
- iv. The organization should be outside the existing UNICEF and TIP supported faith leader statements so that the voice of religious leaders to end child marriage and to change underlying harmful norms and values is widened.
- v. It should have a proven capacity to implement inclusive adolescent projects and programmes in at least one project location.



b. Women/ Youth Led organizations:

- i. Three women-led or youth-led or minority religious CSOs to implement awareness campaigns or actions to end child marriage or norms and change values fueling them.
- ii. The organizations should be registered at least at district/regional/national level as an NGO under the office of Tanzania National NGO Coordination of as a religious organization under the Ministry of Home Affairs on the mainland or/and with the chief government registrar on Zanzibar.
- iii. An organization is considered as a women-led if women hold the majority of key decision-making positions in the organization.
- iv. An organization is considered as a youth-led if young people under 25 years hold the majority of key decision-making positions in the organization.
- v. Religions outside Christianity and Islam are considered to be minority religions in the Tanzanian context.
- vi. The organization should have at least 3 years of experience to implement projects with proven track record to implement awareness campaigns or actions to end child marriage or norms and change values fueling them.

6. ADMINISTRATIVE & OPERATIONS

ELCT ensures the financial and procurement management quality control for compliance of the EU (including EU's visibility as it comes to display panels, vehicle, supplies and equipment used and delivered, publications and digital assets).

a. Application Content

Each Application Must Contain:

- i. Cover page with the name of the organization and contact information for this RFA including name of contact, address, telephone, fax, and email address.
- ii. Technical application including proposed geographical coverage, specific objectives to be achieved, activities to be implemented, implementation procedures, monitoring and supervision, and human and other resources needed.
- iii. Detailed budget with budget notes.
- iv. Past experience statement outlining experience implementing similar programs in the selected area or in the country.
- v. List of office(s) physical presence (address, phone number, number of staff).
- vi. Staffing, administrative and operational structure.
- vii. Maximum numbers of pages are provided to guide writers to be short and clear, and must use Times New Roman, size 11 font, 1inch margins. (Points will be deducted for applications that do not follow guidance).

Applications should have all components below as relevant for the selected objective;-



SECTION	CONTENT	SCORE (out of 100)	PAGE LIMIT
1. Organizational Information	Includes applicant organization name and contact details, along with establishment and registration information with physical address. Includes name and titles of the senior management team. Please also include a short narrative on the organization's background.	4	1 (plus attachments)
2. Past performance	Gives applicant's history, experience with similar programs including names of previous funding organizations and level of funding.	8	3
3. Target audience and geographic focus	Confirm the organization's selection of priority population focus and geographic coverage of their proposed work.	8	1
4. Project Design	Describe proposed project design, considering the activity categories and approaches highlighted above. Activities should be able to be directly linked to achievement of indicators.	25	3
5. Implementation Plan	Gantt Chart illustrating the proposed activities in a table format. Indicate timeframe in months.	10	2
6. Capability Statement & Target Setting	Describes applicant's personnel, resources and networks available to accomplish proposed activities in a cost-efficient and timely fashion.	10	2
7. Proposed Milestones	Detail proposed milestones from your workplan and targets for periodic payments throughout the award. Note: These are subject to review and change before issuing of award.	10	2



SECTION	CONTENT	SCORE (out of 100)	PAGE LIMIT
8. Detailed Budget	Provides costs of activities in an Excel format. Costs for each activity should be linked to the activity using the same numbering and activity headings. Budget lines should be clear and unit costs reasonable for efficiency. Budget notes should be included in the budget template.	20	
9. Annexes	Registration certificate or a certificate of compliance, TIN Certificate and other certificates from responsible authorities. Letter of support from the relevant Council authorities in each of the selected priority areas.	5	

7. TIMELINES

The timing of this assignment is expected to take 9months

8. AWARDEE

- a. The selected FBOs will be awarded 30,000€ as per ELCT Policies following successful negotiations and an agreed output-based payment schedule.
- b. The Women and Youth led organizations will be funded by 10,000€ per organization