

**CALL FOR EXPRESSION OF INTEREST No.  
EOI/LEB/2/SYR/2019 Syrian Refugees and Asylum Seekers**

The Call for Expression of Interest (EOI) is open to all existing and/or new prospective partners who wish to participate in UNHCR's operations in 2019 and participate in achieving common goals and objectives. Based on concept notes received, UNHCR will select the best-fit partner for the relevant sector(s) and area(s). Applicants are encouraged, where appropriate, to submit cover letter and concept notes with a countrywide geographical focus, partner capacity allowing.

**Objective**

UNHCR policy on selection and retention is to ensure that UNHCR partners with the most suitable organization in a given operation for the implementation of projects, in order to provide quality protection and assistance to refugees and other persons of concern. As partners bring distinctive attributes and UNHCR operates in varying and challenging environments, it is necessary to identify the Best-Fit Partner.

**Submission of Concept Note**

Interested existing or prospective partners may submit a Concept Note in response to the Call for Expression of Interest. The concept note is to be submitted in line with the provided format.

The Concept Note is primarily for an agency to express its unique advantage and added value for the Project objectives. The Concept Note is intended to allow the agency to:

- Articulate its objectives in undertaking the Project;
- Briefly describe the implementation approach for realizing the desired outcome of the Project;
- Demonstrate the unique advantage it brings to the partnership for realizing the desired outcome of the Project; and
- Demonstrate its complementarity to UNHCR's capacities and resources for the Project.

Therefore, the Concept Note should not be a fully developed project proposal and should be concise, contain clear information and not exceed five pages. Once selected, the agency will participate in the design and detailed budgeting of the Project and concluding Project Partnership Agreement.

## Operational Context:

Eight years into the Syria crisis, Lebanon remains the country hosting the largest number of refugees per capita. This protracted displacement situation has led to increased multi-faceted vulnerabilities among the refugee population. The 2017 Vulnerability Assessment (VASyR) shows that 58% refugees live with 3 USD per day. The 2017-2018 participatory assessment (PA) exercise reconfirmed that refugees, due to the lack of legal stay, still face challenges to safely move around without fear of being arrested or detained, earn a decent living, register civil events and access essential services. Pressure on infrastructure and services, competition over jobs and other factors are trying the patience and hospitality of the host community. The Lebanon Crisis Response Plan 2017-2020 thus seeks to provide a framework for an integrated humanitarian-development response in which the needs of the refugees are – to the extent possible – met by strengthening the capacity of national institutions and civil society to deliver services, and the impact of the refugee presence is mitigated through support to host communities and vulnerable Lebanese. At the same time, it is essential to maintain a robust, complementary humanitarian response. The vulnerabilities of Syrian and non-Syrian refugees are likely to further increase due to cumulative factors. With limited livelihood opportunities and increasing debts to landlords and shop owners, refugees remain vulnerable and reliant on humanitarian assistance.

Individual protection risks including SGBV and child protection issues, as well as medical, shelter and other basic needs would likely increase, while the multi-faceted challenges in the protection environment will make it harder for refugees to sustain their lives in dignity while in exile.

UNHCR will therefore work closely with the Government, UN, civil society and private sector partners and other agencies - to support and seek to ensure that a humanitarian safety net is maintained through advocacy, individual and community-based support and cash and in-kind assistance along with expanding the opportunities for youth to develop their human capital.

## Population trends

The Government estimates that Lebanon currently hosts 1.5 million Syrian refugees, as reflected in the Lebanon Crisis Response Plan. As of end 2017, 997,552 refugees from Syria were registered with UNHCR. Lebanon also hosts some 20,000 refugees of other nationalities, mainly from Iraq and Sudan. Refugees' numbers are expected to gradually decrease in 2019 in view of spontaneous returns, resettlement and other departures.

The table below provides an over view of the population demographic:

<b>Population Planning Group:</b>		Syrian Refugees and Asylum Seekers				
<b>Sub-group (if applicable):</b>		Syrian Refugees and Asylum Seekers <b>Total Population in Lebanon</b>				
<b>Age Group</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>	
	<b>in numbers</b>	<b>in %</b>	<b>in numbers</b>	<b>in %</b>	<b>in numbers</b>	<b>in %</b>
0-4	77,536	8%	73,856	8%	151,392	16%
5-17	192,234	20%	184,163	19%	376,397	40%
18-59	173,530	18%	226,490	24%	400,020	42%
60 and >	10,973	1%	13,780	1%	24,753	3%
<b>Total:</b>	454,273	48%	498,289	52%	952,562	100%
<b>Major Sites:</b>	Beirut, Mount Lebanon, North, South, Bekaa					

<b>Population Planning Group:</b>		Refugees and Asylum Seekers				
<b>Sub-group (if applicable):</b>		Refugees and Asylum Seekers <b>Total Population in Lebanon</b>				
Age Group	Male		Female		Total	
	in numbers	in %	in numbers	in %	in numbers	in %
0-4	656	3%	730	4%	1,386	7%
5-17	2,264	12%	2,070	11%	4,334	23%
18-59	6,741	35%	5,316	28%	12,057	63%
60 and >	663	3%	665	3%	1,328	7%
Total:	10,324	54%	8,781	46%	19,105	100%
<b>Major Sites:</b>		Beirut, Mount Lebanon, North, South, Bekaa				

#### Intended Population of Concern:

Syrian and Iraqi Refugees and Asylum Seekers in Lebanon

#### Project Period [estimated start and end dates of project]:

1<sup>st</sup> January 2018 to 31<sup>st</sup> December 2019, subject to availability of funding.

#### Submission Deadline:

**30 November 2018**

#### UN Partner Portal:

Prospective partners must be registered on the new UN Partner portal: <https://www.unpartnerportal.org>. The UN Partner Portal has been developed jointly by UNHCR, WFP and UNICEF as a platform for civil society organizations to engage with the UN on partnership opportunities for the benefit of those we serve. The Portal is designed to facilitate a harmonized, efficient and easy collaboration between the UN and partners. You may watch this video for additional information: <https://www.youtube.com/watch?v=wDQdDikrtMk&feature=youtu.be>

The UN Partner Portal will be replacing the UNHCR Partner Portal. Organizations that are already registered on the UNHCR Partner Portal may use the same credentials to log in to the new UN Partner Portal.

All submissions and annexes should be submitted in English through the UN Partner Portal: <https://www.unpartnerportal.org>. Please note that the system allows you to upload only one file. For submissions with several documents, place all documents in a folder, zip the folder and upload the zipped file. If applicants are not able to complete the Portal registration process by the submission deadline, then submissions may be received via [lebbeeoi@unhcr.org](mailto:lebbeeoi@unhcr.org).

If there are technical issues in submitting on the portal please address your questions to: [lebbeeoi@unhcr.org](mailto:lebbeeoi@unhcr.org).

**Selection Criteria:**

**a) Sector expertise and experience (25%):**

- Prospective partners are required to have the specific skills, sector specialists, knowledge and human resources.
- Partners are encouraged - capacity allowing - to submit concept notes providing an integrated multi sectorial response.
- Proven experience in coordination with government entities is required.

**b) Project management (25%):**

- Ability to deliver project objectives, accountability mechanisms and sound financial management (proven external audit of partners' financial statement is an asset).
- Coordination with agencies working under the same sector.
- Capacity to deliver quality reporting and adhere to UNHCR reporting requirements.

**c) Local experience, presence and geographical focus (10%):**

- Ongoing programme in the area of operation.
- Local presence and ability to access all municipalities.
- Knowledge of the geographical location.
- Experience in working in specific regions in the country.
- Proven experience and collaboration with other national organizations and local CBOs.
- Proven working relations and engagement with relevant government authorities.

**d) Cost effectiveness and contribution of resources (15%)**

- Level of administrative costs should not exceed 20% on the Project in relation to project deliverables.
- Proposed budget to be in line with the intended project target.
- 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 is encouraged.

**e) Partner's capacity to undertake procurement (10%):**

The projects included in the Call for Expression of Interest entail a high value of procurement requirements, therefore the applicant must demonstrate proven:

- Evidence/ experience to undertake large procurement >USD 100,000 in line with UNHCR/ UN procurement guidelines.
- Functioning procurement unit in the country of operation.
- Established effective internal-controls.

If project procurement is expected to exceed USD 100,000, applicants will be requested to obtain Pre-qualification for Procurement status as per the attached ***Guidance Note 4 - Implementing Partnership Management: Procurement by Partners under Partnership Agreement***

In order for Procurement requirements to be clearly defined in the submission, applicants are required to complete **Annex 1 - Guiding questions for assessment of procurement capacity of Partner during selection process** of the Concept Note template.

**f) Experience working with UNHCR (5%):**

Global and/or local partnerships including knowledge of UNHCR policies, practices and programme, including an understanding of and ability to work within UNHCR’s funding limitations and associated inherent risks is an asset. Commitment to UNHCR’s core values and Age, Gender and Diversity approach is expected from all UNHCR’s partners.

**g) Other (10%)**

- Concept notes from national non-profit entities and/or non-governmental organization are encouraged, alternatively evidence of active engagement with national agencies (NGOs/CBOs) is an advantage.
- Concept notes to reflect how environmental protection considerations and if relevant environmental protection activities are integrated in an inclusive and participatory approach.
- Legally registered at the location of the NGO’s Headquarters.
- Legal registration with Ministry of Interior Lebanon is mandatory.
- Registered with the Ministry of Finance (VAT reimbursed or committed to submit net expenditures to UNHCR) is desirable.
- Authority to operate a bank account in Lebanon.
- Registered on UNHCR Partner portal <https://www.unpartnerportal.org>
- Security considerations: ability to operate and adapt to security conditions of a Project site or locations

Issuing UNHCR Office

UNHCR – Beirut

Full name and title, Head of Office

Mireille Girard, UNHCR Representative

Name of UNHCR Office

UNHCR Lebanon

Date