

NOTICE OF EXPRESSION OF INTEREST

Date of publication: 25 June 2025

Deadline for submission: Always open, up to the 31st December 2028.

COSPE is an International NGO that has been operating in the Kingdom of Eswatini, since 1999 with several programs in support of **institutions, civil society organizations** and **rural communities** to improve the quality of life of the people and to enhance the respect of human rights. **Gender, no-discrimination, community empowerment** and **human rights** have always been the cross-cutting approaches.

COSPE is currently implementing different projects in Eswatini aiming to enhance the role of civil society and community-based organizations in Eswatini in contributing to the promotion of fundamental values of good governance, policy development and the protection of human rights. Through the different activities, the projects implemented by COSPE will overcome some key challenges experienced by civil society organizations and will capacitate them, strengthening their capacities, effectiveness and sustainability, enhancing the collaboration, the networking and facilitating the dialogues with the Government and International organizations.

In the frame of the program in Eswatini, COSPE is looking for creating a Pool of Consultants in assisting, training and mentorship civil society organizations.

For these reasons, COSPE invites interested candidates and firms to submit an expression of interest for joining the COSPE Pool of Consultants.

The Pool will be valid up to 31 December 2028 and COSPE, in collaboration with the different stakeholders part of the different projects, will select among the consultants of the pool, the one/ones to be engaged in the different project activities, according to:

- the needs of the targeted organizations the capacity building will be addressed to
- the projects' action plan,
- the consultants' CV, experiences and proposed methodologies
- the Consultancy fee table submitted by the consultant
- the consultants' availability.

Applications received will be accepted based on the criteria described in this call, which will remain open up to 31 December 2028. Candidates may submit their expressions of interest at any time, and the validity of the application will be up to 31 December 2028.

CALL FOR EXPRESSIONS OF INTEREST - Creation of a COSPE Pool of Consultants to assist, train and mentor the CSOs, CBOs and Coalitions in the frame of COSPE's projects in Eswatini.

Objective of the Call:

This Call for expressions of interest aims to create a Pool of Consultants that can provide technical expertise, training and mentorship to CSOs, CBOs and Coalitions engaged in the different COSPE projects in Eswatini.

Applications will be validated based on the criteria described below. Candidates who meet the requirements will be included in the Pool of Consultants that will be used in the different activities foreseen in the COSPE's projects; the selected Consultants will be contacted and engaged through COSPE procurement procedures, for the implementation of the different activities foreseen. Please note that inclusion in the Pool does not entail any obligation on the part of COSPE to sign contracts.

COSPE, in line with its mission and in particular with its support activities for project beneficiary communities, operates according to the principles of its Code of Ethics published on the COSPE website (www.cospe.org), to which suppliers must adhere. Interested Consultants are invited to apply by following the instructions contained in this call for applications.

INFORMATION REQUIRED

Candidates must provide the following duly completed and signed documents demonstrating their proven experience in the topics/areas listed below:

- Declaration of Honor
- Financial Identification Form
- Legal Entity Status
- CV with at least 3 References
- Consultancy fees table
- Submission of the Expression of Interest format, reporting areas of expertise and preferred adopted methodologies, in relation to the following thematic areas:
 - 1. Guiding the process of elaboration/revision of Organizational Constitution***
 - 2. Guiding the process of elaboration of organizations' strategic documents, policies and operational documents; please provide details in particular on experience and methodologies in elaborating strategic/operational plans, communication and advocacy strategies, gender policies, resource mobilization/funds raising strategy, sustainability strategy, Diversity Equity and Inclusion Policy, volunteer policy, advocacy strategy***
 - 3. Guiding the process of elaboration of Monitoring and Evaluation Framework***
 - 4. Leadership and Human Resources management***
 - 5. Communication, content creation and use of social media as advocacy tool***
 - 6. Artificial Intelligence and its use in proposal elaboration and project management***
 - 7. Climate justice and climate change adaptation***
 - 8. Persons with Disabilities rights, inclusion and participation***
 - 9. LGBTIQ+ rights inclusion and participation***
 - 10. Elaboration of shadow reports and other human rights international reports***
- Submission of at least two letters of recommendation from past/current clients must be uploaded with the application, indicating the services provided, level of satisfaction and contact details;

For this procedure, all written communications must be in English. The candidate implicitly accepts that all communications will be via email. Candidates are responsible for the completeness, clarity and authenticity of the information, data and attachments provided.

GROUNDS FOR EXCLUSION FROM THE EXPRESSION OF INTEREST PROCEDURE

Applications will be reviewed by a committee set up by COSPE. In particular, the committee will verify that all the required information has been provided and that it complies with the requirements. For the purposes of possible assignments, it will be necessary to demonstrate the absence of all causes for exclusion.

HOW TO PARTICIPATE

Interested parties should send an email to lisa.zannerini@cospe.org and eswatini@cospe.org and request the forms to be completed with the required information. Please indicate “Expression of interest for Pool of Consultants” in the subject line. Applications should be sent to: lisa.zannerini@cospe.org and eswatini@cospe.org.

This call for expressions of interest will remain open on a permanent basis, up to the 31st December 2028 and candidates may submit their expressions of interest at any time.

Within 30 days of receiving the application, only selected candidates, will be informed by email of their inclusion in the Pool of Consultants.

CONTACTS AND INFORMATION

For further information on the application, please contact: lisa.zannerini@cospe.org or eswatini@cospe.org.