

Questions and answers regarding the Restricted Tender with Open Competition for the Stocktaking of the IASC Guidelines on Inclusion of Persons with Disabilities in Humanitarian Action

21.01.2026

General note for all interested candidates:

All candidates, including those invited to submit a full proposal, retain the right to withdraw their interest or application at any time and for any reason. No explanation is required, and your decision will be respected and handled confidentially.

1. Can you share a maximum budget or budget range that you have foreseen for this project with?

- At this stage of the procurement process, we are not allowed to disclose budgetary information to interested candidates.
- The specific ToR, which will be shared with shortlisted candidates will include more details of the expected service to allow the selected candidates to develop a full technical and financial proposal including another period for questions and potential interviews.
- At this stage of the tender, we aim to identify candidates that are interested in the consultancy and meet our expectations.

2. The assessment includes 'comparable references'. How will this be assessed? Can it be assumed that comparability also includes projects with similar methodologies but not the same topics (i.e. studies on global & country level which provided recommendations but were dedicated to different topics than the one at hand)?

Or: Will you solely count projects that are 'perfect matches' i.e. similar methodology and dedicated to disability inclusion as 'comparable'?

- The comparable references should showcase your experience and professional expertise that is required for the requested stocktake.
- You can provide different references that in your opinion showcase different requirements for such services, e.g. methodology in complex reviews, combination of global desk review with closer analysis of selected humanitarian contexts, disability-inclusive humanitarian action expertise, application of guidelines and standards in humanitarian settings etc.
- As the stocktake is of the IASC Guidelines on Inclusion of Persons with Disabilities in Humanitarian Action, references that showcase your expertise in the topic disability-inclusive humanitarian action need to be included but are not limited to only submit such reference work.

3. Is the stocktaking expected to be conducted (beyond the global level) only in the countries where the LNOB project is implemented, or in other countries/ regions as well?

- The three countries are not pre-selected but shall be identified in the process based on the first two steps lined out under 1.1 of the published call: (1) desk review and (2) online survey, written submissions and exchange sessions with key stakeholders.
- The three contexts shall reflect a diversity of sectors/ cluster and key actors for a deep dive, that can help illuminate most promising practices, derive recommendations as well as compounded hindering factors.
- Those do not necessarily need to be from countries the LNOB project is currently operating in.

4. Is there a recommended or maximum page limit for the Expression of Interest (excluding annexes), or should bidders apply standard good practice for EOI submissions?

- Please apply standard good practice. We did not set a page limit but count on your experience for such submissions to share the information requested for us to conduct a fair and competitive assessments of all EoIs submitted.

5. Should supporting documents (e.g. consultant portfolio, accessibility proof, references) be included as annexes to a single PDF, or submitted as separate attachments?

- You are welcome to present the requested information in whatever format works best for you at this stage. However, we would appreciate it if the reference reports are attached separately, for easier handling on our end. The others you can choose as you see fit.

6. Is there a preferred file format for submission (e.g. single PDF file), and is there any maximum file size to be observed?

- We did not set a max. file size.
- PDF files are appreciated, especially for those files that require your signatures.

7. Are electronic signatures acceptable for the Declaration of Non-Conflict of Interest and Acceptance of Contracting Rules forms?

- Yes, electronic signatures are acceptable.