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**Support for the Disengagement, Review, Reintegration, and Reconciliation of Persons Formerly Associated
with Non-State Armed Groups (NSAGs) in North-East Nigeria (SD3R)**

TERMS OF REFERENCE FOR THE CONSULTANCY CONTRACT TO CONDUCT LABOR AND MARKET ASSESSMENT

1.   Consultancy Type – RESEARCH FIRM

2.   Background and Context
Under the SD3R project overall objective which is to improve community-driven reintegration and reconciliation of former armed non-state combatants and Boko Haram associates in Borno, Adamawa, and Yobe, including those who were forcibly displaced, Economic reintegration is a critical long-term component enabling the beneficiaries under the project to secure sustainable employment and income, which provides a pathway out of economic hardship and helps rebuild ties with their families and communities. The programme focuses on enhancing the socioeconomic reintegration of beneficiaries and receiving communities through a tailor-made, and gender responsive reintegration strategy developed and implemented including education, vocational training, skills apprenticeships and mentoring, business start-up kits, micro-finance programmes and group-based development services. The success of DDRR programming is highly dependent on a thorough understanding of local labor markets and the identification of viable economic opportunities that can support the reintegration process and contribute to community recovery and resilience. In order to effectively navigate the complexities of socioeconomic reintegration assistance delivery, it is imperative to conduct a comprehensive labor market assessment. This assessment should encompass various facets of the labor market landscape, including current realities, stakeholder dynamics, cooperative structures, and the involvement of private sector entities. By obtaining up-to-date data and insights particularly in the 20 prioritized reintegration communities in BAY states, the program can gain a better understanding of existing markets, business opportunities, value chains, and potential partners. This knowledge will serve as a critical foundation for informed decision-making and strategic planning, enabling the program to tailor its interventions to the specific needs and dynamics of the local context. Given that the programme's existing data dates back to 2020, there is an urgent need to engage experienced consultancy firm to gather fresh data that accurately reflects the current socioeconomic landscape and indicators, thereby ensuring the relevance and effectiveness of the programme's initiatives moving forward. The assessment is required in the following key locations:

1.   Borno States: Bama, Banki, Pulka, Gwoza, Damboa, Ngala, Dikwa, Monguno, Damasak, Konduga, Beni Sheikh, Mafa,
2.   Yobe State: Potiskum, Buni Yadi, Gashua, Geidam,
3.   Adamawa State: Mubi, Madagali, Gombi and Michika.

3.   Objective
The primary objective of this consultancy is to conduct a labor and market assessment in the specified locations to:

1.   Identify the current labor market conditions and key economic sectors with potential for growth, job creation, and demand. Additionally, analyze the supply and demand of skills and businesses within the local labor markets in the selected locations.
2.   Identify current and emerging economic opportunities that align with the skills and capacities of DDRR beneficiaries. Also, identify ongoing socioeconomic interventions, implementing partners, and beneficiaries to assess how DDRR beneficiaries can benefit.
3.   Evaluate the availability and accessibility of raw materials, financial services, and other critical resources for business development, and link these identified resources to recommended business sectors.
4.   Identify the barriers to economic participation—such as employment, training, and business challenges—that DDRR beneficiaries, including former associates, vulnerable community members, youth, and women, might face.
5.   Identify cooperative and market associations and assess their functions in the specified locations.
6.   Analyze changes between 2020 and 2024 in demand, supply, opportunities, interventions, partners, cooperative associations, and activities.
7.   Analyze gender perspectives in demand, supply, opportunities, interventions, partners, cooperative associations, and activities.
8.   Provide recommendations for specific interventions and marketable skills, trades, services, and production businesses that DDRR beneficiaries and other community members can utilize to enhance employment and economic recovery.
9.   Assess community perceptions of the DDRR program, and gauge community tensions that may affect the planning and delivery of assistance to DDRR beneficiaries and other vulnerable groups.

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4. Scope of Work and Deliverables

The consultancy firm will be responsible for the following tasks ensuring responding to the objectives above:

SN	Task	Specific Task
1.	Desk Review	a. Conduct a thorough review of existing literature, reports, data, and previous assessments relevant to labor markets, economic opportunities, and socioeconomic interventions in the selected locations.
2.	Development of Methodology	b. Design a comprehensive methodology for the labor and market assessment, including the development of data collection tools and techniques. c. Ensure the methodology is context-specific and incorporates gender-sensitive approaches to assess the different impacts on men, women, and vulnerable groups. d. Prepare a detailed workplan that outlines the timeline, data collection strategies, and logistical arrangements.
3.	Data Collection	e. Conduct field visits to the selected locations (Borno States: Bama, Banki, Pulka, Gwoza, Damboa, Ngala, Dikwa, Monguno, Damasak, Konduga, Beni Sheikh, Mafa, Yobe State: Potiskum, Buni Yadi, Gashua, Geidam, Adamawa State: Mubi, Madagali, Gombi and Michika) to gather primary data on labor market conditions, economic opportunities, and socioeconomic barriers. f. Organize, engage, facilitate focus group discussions, key informant interviews, and surveys with key stakeholders, including local government officials, community leaders, businesses, vocational training centers, cooperative and market associations, DDRR beneficiaries and community members to collect qualitative and quantitative data.
4.	Market and Economic Analysis	g. Analyze the collected data to outline the current labor market conditions, including supply and demand dynamics, key economic sectors with growth potential, and the availability of critical resources for business development. h. Evaluate the accessibility and functionality of cooperative and market associations and their roles in the local economy. i. Identify and analyze the barriers to economic participation, particularly for DDRR beneficiaries, women, youth, and vulnerable groups.
5.	Gender Analysis	j. Conduct a gender analysis to understand the different challenges and opportunities faced by men and women in the labor market. k. Identify gender-specific barriers to economic participation and provide recommendations for addressing these challenges.
6.	Assessment of Community Perceptions	l. Evaluate community perceptions of the DDRR programme and gauge the level of acceptance and tension towards DDRR beneficiaries. m. Assess how community perceptions and tensions may impact the planning and delivery of assistance to DDRR beneficiaries.
7.	Comparative Analysis	n. Conduct a comparative analysis of labor market conditions, economic opportunities, and cooperative associations between 2020 and 2024. o. Identify changes in viable sectors, demand, supply, interventions, partners, and activities over this period.
8.	Recommendations	p. Based on the findings, provide actionable recommendations for specific interventions, marketable skills, trades, services, and business opportunities that can enhance employment and economic recovery for DDRR beneficiaries and other community members in (Borno States: Bama, Banki, Pulka, Gwoza, Damboa, Ngala, Dikwa, Monguno, Damasak, Konduga, Beni Sheikh, Mafa, Yobe State: Potiskum, Buni Yadi, Gashua, Geidam, Adamawa State: Mubi, Madagali, Gombi and Michika). q. Suggest strategies for strengthening the link between identified resources and business sectors. r. Offer recommendations for addressing the barriers to economic participation identified in the assessment.
9.	Reporting	s. Prepare an Inception Report outlining the methodology, work plan, and data collection tools within the first two weeks of the assignment. t. Submit an Interim Progress Report summarizing the initial findings, challenges and any adjustments to the work plan within the first week of data collection. u. Develop a comprehensive Final Report that presents the labor and market assessment findings, analysis, conclusions, and recommendations.

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| | | v. | Facilitate validation session to present key findings and recommendations to gather feedback and refine the final report. |
| | | w. | Incorporate feedback from the validation workshop into the final report and submit clean report to IOM with tools and other documents. |

5. Duration of the Assignment

The consultancy firm is expected to be completed within a period of 3 months starting from the date of contract signing. The timeline for deliverables will be agreed upon during the inception phase.

6. Application Process and Eligibility Criteria

Interested consultancy firms are invited to submit their proposals written in English. The consulting firm should have the following expertise and convincing evidence should be included in the proposal.

Criteria	Explanation
Technical Proposal	A technical proposal detailing the proposed approach, methodology and work plan.
Financial Proposal	A financial proposal detailing the consultancy costs, including any additional expenses. The proposal should also demonstrate cost-effectiveness and efficient use of resources.
Personnel	A detailed CV or profile highlighting qualifications and previous experience
Experience in Labor Market Assessments	Evidence of experience in conducting labour market assessments. A copy of report of previous work should be attached
Knowledge of Socio-Economic Context	Evidence of understanding of the socio-economic conditions in Northeast Nigeria, with proven experience working in the region or similar terrain.
Research and Analytical Expertise	Evidence of ability to conduct both qualitative and quantitative research, with strong analytical skills and a track record of producing high-quality reports.
Fieldwork Capability	Evidence of ability to carry out fieldwork in challenging environments, showing resilience and adaptability.
Understanding of DDRR Programming	Evidence of knowledge of peacebuilding programming and experience working in conflict-affected areas, with a solid grasp of the related challenges and strategies.
Registration	The firm should be based or operating in, and legally registered in Nigeria, and have an established presence and operational capacity in northeast (valid registration documents should be provided with the application). Proof of Registration with corporate affairs commission
Collaboration	Written approach on how the consultancy firm will collaborate with the ministries, local authorities, local communities, and other relevant stakeholders in Borno, Adamawa and Yobe states during the conduct of the assessment.
Agreement and Compliance	Evidence of donor reporting skills and respect to confidentiality and data sharing policy, abiding by strict data confidentiality agreements and use of tools.
Grant Experience	Evidence of receiving/managing donor grants. Donors (current and past).
Selection	Only short-listed consultancy firm will be assessed

7. Budget

The estimated budget for the completion of this 3-month consultancy should be detailed and comprehensive ensuring achieving the objectives and all the activities under the objectives and deliverable. Demonstration of cost-effectiveness and efficient use of resources is desirable.

8. Report and Timelines

The project should be completed no later than December 2024. The proposal should include a detailed description and work plan showcasing how the project will be implemented within the timeframe provided. It is expected that the consultancy firm will strictly respect reporting timelines and activities schedule. Any amendment from either party shall be negotiated.

9. Management and Supervision

The consulting firm will be overseen by the DDRR team in IOM Maiduguri and will receives direct guidance from a dedicated focal person under the overall supervision of the DDRR Programme Manager.

10. Competencies and Values

o **Inclusion and respect for diversity** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.

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- o **Integrity and transparency**: maintain high ethical standards and act in a manner consistent with organizational principles/rules and standards of conduct.
- o **Professionalism**: demonstrates ability to work in a composed, competent, and committed manner and exercises careful judgment in meeting day-to-day challenges.

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