

SweFOR Consultants 2026-2028

Call for Tenders

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1. General Information

The Swedish Fellowship of Reconciliation (SweFOR) is a Swedish civil society organization. Our vision is peace, justice, a society without violence, and a sustainable way of life. SweFOR provides strategic support to different actors working in violent and repressive contexts. Using a conflict transformation approach, our work focuses on cultivating relationships, supporting platforms for dialogue and exchange, and strengthening strategies and abilities, so that key actors are equipped to plan and work for long-term, sustainable change and act on windows of opportunity when they appear.

In recent years, the scope of our work has increased. Given this, we are currently seeking external experts and practitioners who can support our work and deliver a range of interventions and activities. This procurement process seeks to establish framework agreements with external experts and practitioners who can support the delivery of specific assignments.

We are looking for consultants (tenderers) who share our values and approach to conflict transformation and who have extensive expertise and relevant practical experience in the following areas:

- Peacebuilding and collective nonviolent action.
- Peace process support.
- Conflict analysis and conflict sensitivity.
- Strategic planning and process design.
- Human rights monitoring and reporting.
- Group facilitation and adult learning processes.
- Long-term accompaniment of key actors and advisory services.
- Leadership development.
- Policy and methods development/research.
- Planning, Monitoring, Evaluation and Learning

2. Scope

SweFOR's core work is implemented in the Middle East and North Africa, Eastern Europe, and Latin America. Over recent years, the scope and complexity of our activities have grown considerably. In response, we seek to establish a diverse team of consultants capable of undertaking a wide range of assignments and providing flexible, high-quality expertise to support our mission.

While consultants will be contracted individually, SweFOR aims to foster a sense of shared identity and collaboration within this group. We envision a network of professionals who are not only skilled in their respective fields but also connected through a common commitment to peace, justice, and solidarity.

We operate in a global context increasingly defined by rising authoritarianism, shrinking civic space, and the re-emergence of Cold War dynamics. Violence and instability are escalating, and nearly all indicators of democracy and positive peace have deteriorated. These negative trends have also highlighted the limitations of traditional international responses, which are too often risk-averse, top-down, and competitive rather than cooperative.

Through this procurement process and the establishment of our consultant pool, SweFOR seeks to take a different approach—one that values collaboration over competition and innovation over business-as-usual. We aim to harness the creativity, experience, and energy

of individuals at all levels to contribute to more inclusive, sustainable, and people-centered approaches to peacebuilding and social transformation.

3. Expected Deliverables

3.1 Time Frame and Commitment

Specific details of each assignment will be defined before each call-off, including the time frame, scope of work, and expected deliverables. The number and duration of assignments will depend on SweFOR's evolving needs and available resources.

Assignments may vary significantly in length and intensity. Some may be short and focused—such as supporting a specific event, workshop, or analysis process—while others may extend over a longer period, involving recurring engagements or advisory support to partners and teams.

Call-offs happen on an as-needed basis. SweFOR does not guarantee a minimum number of assignments under this framework.

The framework agreement will be valid for up to three (3) years, renewable annually based on mutual agreement and satisfactory performance.

3.2 Deliverables

Depending on current needs and priorities, consultants contracted under this framework may be requested to provide expertise and support in one or several of the following thematic and practical areas:

- **Peacebuilding and collective nonviolent action** – Supporting local and national actors to design and implement strategies for nonviolent action and community-based peacebuilding; facilitating collective initiatives that address root causes of violence and injustice; strengthening the capacities of civil society organizations to mobilize for inclusive and sustainable peace through nonviolent means.
- **Peace process support** – Designing and facilitating dialogue and mediation processes; providing technical or strategic advice to local or national peace initiatives; supporting confidence-building and negotiation efforts.
- **Conflict analysis and conflict sensitivity** – Conducting or supporting participatory conflict analyses at local, national, or regional levels; integrating gender and power perspectives; strengthening partners' ability to conduct conflict sensitivity analyses and apply conflict-sensitive approaches in planning, implementation, and monitoring; providing strategic advice on adapting interventions to changing conflict dynamics.
- **Strategic planning and process design** – Supporting SweFOR and partners in strategic planning and design of participatory, locally owned, adaptive, and inclusive processes and interventions.
- **Human rights monitoring and reporting** – Supporting the documentation and analysis of human rights violations in conflict-affected or repressive contexts; strengthening partners' capacity to apply rights-based and conflict-sensitive approaches in their work.

- **Group facilitation and adult learning processes** – Designing and facilitating participatory learning spaces, trainings, workshops, or reflection processes; supporting peer exchange and joint learning within and between partner organizations, in line with SweFOR's pedagogical principles.
- **Long-term accompaniment and advisory services** – Providing mentoring, coaching, or accompaniment to key peace actors, civil society organizations, or community leaders; supporting their strategic and organizational development over time.
- **Leadership development** – Supporting the development of inclusive, ethical, and resilient leadership among individuals and organizations engaged in peacebuilding and social transformation.
- **Policy and methods development / research** – Contributing to the development, documentation, and refinement of tools, methods, and analytical frameworks that advance SweFOR's conflict transformation and peacebuilding work; undertaking applied research and reflection processes.
- **Planning, Monitoring, Evaluation and Learning (PMEL)** – Designing and implementing participatory PMEL frameworks and tools that emphasize learning and adaptation; supporting partners to apply *Outcome Harvesting* and other outcome-oriented methodologies to identify, analyze, and make sense of change; facilitating reflection processes that strengthen adaptive management and strategic decision-making; producing analytical reports and lessons-learned studies that enhance organizational and program effectiveness.

3.3 Reporting Requirements

Each assignment will include specific reporting requirements, which may include:

- **Preparatory meetings** with SweFOR prior to each assignment to clarify expectations, scope, and roles.
- **Regular communication** and coordination with SweFOR staff during all stages of implementation.
- **Time reporting** in accordance with the agreed terms for each specific assignment.
- **Participation in After Action Reviews** or other follow-up activities to promote learning and improvement.
- **Final report or reflection note**, when relevant, summarizing key outcomes, lessons learned, and recommendations.

4. Application Process

4.1 Application Submission

Interested consultants should submit the following documents in **English**:

1. **Curriculum Vitae (CV)** – highlighting relevant education, professional experience, language skills, and areas of expertise.
2. **Descriptions of two (2) relevant pieces of work** – concise summaries (maximum one page each) of previous consultancies or assignments that demonstrate experience in one or more of SweFOR's thematic areas. Each description should include:
 - Objective and context of the assignment
 - Role and responsibilities of the consultant
 - Key results and outcomes
 - Reference contact information (name, organization, and email)
3. **Proposed daily rate (in SEK or EUR)** – indicating the consultant's standard fee for assignments of a comparable nature and scope.
4. **Signed declaration** confirming that the applicant is not subject to any exclusion grounds (e.g., bankruptcy, corruption, tax default, the EU sanctions list etc.) and that no conflict of interest exists with SweFOR or its partners (for further information, please see Administrative Requirements).
5. **Contact details** – full name, address, email, and phone number.

Applications should be submitted electronically to rekrytering@krf.se with the subject line:

“Application – SweFOR Consultant Pool 2026–2028 [Your Name]”

Incomplete applications will not be considered.

4.2 Application Deadline

The deadline for applications is December 5, 2025.

4.3 Acknowledgment of Receipt

All applicants will receive an acknowledgment of receipt within three (3) working days of submission.

5. Competence and Administrative Requirements

5.1 Education and Language Proficiencies

Consultants should have strong written and spoken English skills. Depending on the region and nature of the assignment, proficiency in **Swedish, Arabic, Spanish, Russian, or French** is a significant advantage.

A relevant academic degree in peace and conflict studies, political science, international relations, human rights, or a related field is desirable but not mandatory. SweFOR values **demonstrated competence and practical experience** equally, and selections will be based on an overall assessment of expertise, skills, and alignment with SweFOR's approach and values.

5.2 Previous Experience and Competence

Consultants should demonstrate:

- **Extensive professional experience** (generally 5+ years) in one or more of the areas listed in section 3.2.
- **Proven practical experience** applying relevant approaches and tools, such as capacity development, facilitation, advisory services, accompaniment, or policy and methods development.
- **Experience working in complex, conflict-affected, or repressive contexts**, particularly in regions relevant to SweFOR's work (Middle East and North Africa, Eastern Europe, Latin America).
- **Strong collaboration and communication skills**, with the ability to work effectively in multicultural, interdisciplinary teams.
- **Commitment to SweFOR's core values** and to inclusive and participatory approaches to change.
- **Understanding of and ability to apply an intersectional perspective** in analysis, design, and implementation of peacebuilding and human rights work — recognizing how gender, ethnicity, class, age, disability, sexual orientation, and other identity factors intersect to shape people's experiences of conflict, exclusion, and power.

Beneficial experience and skills include:

- Work experience related to gender equality, inclusion, or local peace infrastructures within peacebuilding processes.
- Familiarity with digital or hybrid facilitation methods for learning and dialogue.
- Fluency in additional languages relevant to SweFOR's partner regions.

5.3 Administrative Requirements – General Criteria

Participation in this procurement process is open on equal terms to all natural and legal persons, regardless of nationality.

All consultants (tenderers) must be able to present a registration of business activity (for Swedish suppliers, an F-tax certificate or equivalent) and, for suppliers outside of Sweden, the ability to provide a certificate showing that the declaration and payment of taxes and fees have been properly handled in their tax domicile.

5.4 Administrative Requirements – Grounds for Exclusion

Consultants (tenderers) shall be excluded from participation in this procurement process if:

- 1) They are declared bankrupt, insolvent, or are the subject of liquidation; if their assets are being administered by a bankruptcy trustee or by a court; if they have entered into a settlement with their creditors; if their business activities are suspended; or if they are in any similar situation resulting from a comparable procedure provided for in national legislation or regulations.
- 2) It has been established by a final judgment or a final administrative decision that the candidate/tenderer has been guilty of serious professional misconduct by violating applicable laws, regulations, or ethical standards of the profession to which the candidate/tenderer belongs, or by engaging in any improper conduct that affects their professional integrity and demonstrates wrongful intent or gross negligence, in particular any of the following:
 - i) knowingly or negligently providing misleading information required to verify the absence of grounds for exclusion, the fulfillment of selection criteria, or during the performance of a contract;
 - ii) entering into agreements with other economic operators with the purpose of distorting competition;
 - iii) infringing intellectual property rights;
 - iv) attempting to influence the contracting authority's decision-making process during the procurement procedure; or
 - v) attempting to obtain confidential information that may confer undue advantages in the procurement procedure.
- 3) It has been established by a final judgment or a final administrative decision that the candidate/tenderer has failed to fulfill obligations relating to the payment of taxes or social security contributions in accordance with applicable law.
- 4) It has been established by a final judgment that they, or persons authorized to represent them, have been convicted of any of the following offenses: fraud, corruption, participation in a criminal organization, money laundering, terrorist financing, child labor (or other forms of

human trafficking), or any other unlawful activity that damages the interests of Sweden or the Swedish International Development Cooperation Agency (Sida).

5) The candidate/tenderer has shown significant deficiencies in complying with the main obligations in the performance of a contract financed by Sida or by SweFOR, which have led to the early termination of a legal commitment, the imposition of liquidated damages or contractual penalties, or which have been discovered following audits, inspections, or investigations.

6) They, their subsidiaries, another company belonging to the same corporate group, a consortium partner, or another branch are listed under the EU's restrictive measures. The lists of persons, groups, and entities subject to the EU's restrictive measures are published on the following website: www.sanctionsmap.eu.

6. Selection Criteria and Process

Applications will be assessed by a SweFOR evaluation panel based on the information provided in the CV, examples of previous work, proposed daily rate, and, where relevant, an interview. The evaluation will consider both the consultant's technical qualifications and their alignment with SweFOR's values and approach.

6.1 Evaluation Principle

The selection of consultants will be based on the **best balance between price and quality**.

SweFOR will evaluate both the proposed daily rate and qualitative factors directly related to the subject of the framework agreement. This ensures that SweFOR identifies consultants who combine **cost-effectiveness** with **high-quality performance** and strong alignment with SweFOR's ethical and programmatic standards.

6.2 Evaluation Categories

Each application will be reviewed and scored under the following four main categories:

Category	Description	Weighting
1. Curriculum Vitae (CV)	Overall professional experience, relevant skills, educational background, and language proficiency, in relation to SweFOR's thematic areas.	35%
2. Thematic Experience	Demonstrated expertise in one or more of SweFOR's key areas of work (see section 3.2).	35%
3. Geographic Experience	Proven experience working in or on contexts relevant to SweFOR's regions of engagement (Middle East and North Africa, Eastern Europe, Latin America).	20%
4. Proposed Daily Rate	Assessed in relation to the scope and complexity of expected work and in combination with the overall quality assessment.	10%

6.3 Selection Process

The selection process will consist of five main stages:

1. **Administrative screening** – applications are checked for completeness, eligibility, and absence of conflict of interest.
2. **Technical evaluation** – qualified applications are assessed using the categories described above by an evaluation panel of at least three (3) members of staff.
3. **Interview** – shortlisted candidates may be invited for an interview (online or in person) to assess their expertise, understanding of SweFOR's approach, communication skills, and organizational fit.
4. **Reference verification** – SweFOR may contact the references provided by the candidate to confirm professional performance, integrity, and reliability.
5. **Framework agreement offer** – successful consultants will be invited to sign a framework agreement with SweFOR. The agreement does not guarantee assignments but provides eligibility for call-offs as opportunities arise.

7. Terms and Conditions

- All information provided by applicants will be treated confidentially and used solely for this procurement process.
- Consultants selected for inclusion in the pool may be contacted for assignments based on SweFOR's evolving needs and project requirements.
- Inclusion in the consultant pool does not constitute an employment relationship with SweFOR.
- All procurement documentation will be retained for at least seven (7) years after completion, in accordance with Sida's requirements.
- The process will be conducted in accordance with Sida's principles of transparency, proportionality, equal treatment, and non-discrimination.
- SweFOR reserves the right to verify references, request proof of professional or financial capacity, and reject bids failing to meet minimum standards.

8. Contact

For questions regarding this procurement process, please contact:

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