

**Award Procedure**  
**“Social Cohesion in Displacement Contexts: The Case of Colombia”**

## **Terms of Reference**

**Award number: 20240209\_IDOS\_D1PK**

### **1. Who we are**

#### **German Institute of Development and Sustainability (IDOS)**

The German Institute of Development and Sustainability (IDOS) is one of the world's leading research institutions and think tanks for global sustainable development. IDOS bridges the gap between theory and practice, and collaborates with research, civil-society, political and private-sector institutions from around the world in effective international networks.

Established in 1964 as the German Development Institute / Deutsches Institut für Entwicklungspolitik (DIE), the Institute was renamed the German Institute of Development and Sustainability (IDOS) in 2022. It conducts independent applied research to the highest standards of excellence and delivers scientific policy advice with a view to shaping a sustainable future.

IDOS' research activities are organised into four research programmes. Through this work, the Institute contributes to finding answers to global questions affecting our future. These include: the sustainable redesign of economic and social systems and international climate, biodiversity, water and ocean governance; the role of transnational and multi-, tri- and bilateral cooperation formats and institutional landscapes; the protection and promotion of democracy, peace and social cohesion, and the part played by the research community and transregional knowledge partnerships in furthering the global common good.

IDOS provides politically independent advisory services based on sound research. These services are aimed at public institutions and non-governmental organisations in Germany and at European and international level. IDOS works at cross-border and transdisciplinary level and within networks to pool global discourses in the field of international policy and cooperation for sustainable development, draft policy-related concepts and create shared knowledge for tackling global challenges.

The Institute runs a structured doctoral programme to develop early-career researchers. As a non-university institution, IDOS works with a range of universities in Germany and internationally. The Institute also trains managers for international cooperation. The nine-month Postgraduate Training Programme at IDOS equips graduates to take on demanding tasks in the field of development policy. The Managing Global Governance programme is an innovative platform providing state and non-governmental stakeholders from emerging economies and Europe with the opportunity to engage in knowledge partnerships and policy dialogue. BMZ's African-German Leadership Academy is an innovative training and dialogue programme geared to early-career researchers from African partner countries.

IDOS has some 200 staff members, two thirds of whom work as researchers. The Institute is headed by Prof. Dr. Anna-Katharina Hornidge. IDOS is a member of the Johannes-Rau-Society.

[www.idos-research.de](http://www.idos-research.de)

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## **2. Background of the Case Study**

In an increasingly globalized world, displacement, migration, and (im)mobility are a socio-political phenomenon that countries must respond and adapt to. Displacement, both cross-border and internal, due to conflict, climate and environmental change, as well as economic shocks are part of global human mobility, presenting unique challenges to social cohesion in communities hosting displaced people, particularly given how fraught the politics of displacement can be.

Social cohesion is increasingly recognized as an important condition for the stability of societies and the wellbeing of its members. In a world where this ‘glue’ that holds societies together is challenged by a multitude of factors, including rising inequality and discontent with public institutions, it is of utmost importance to understand the mechanisms and determinants of social cohesion. Displacement presents a particular challenge for societies’ cohesiveness. Hence, finding avenues through which host countries and communities can support and increase social cohesion in response to displacement, will leave them better prepared to respond to future environmental, political, and economic shocks.

This case study will be commissioned as part of the IDOS project [“Social Cohesion in Displacement Contexts”](#), which aims to answer the question: How is social cohesion affected in different contexts of displacement where there is wide demographic, cultural, religious, and political diversity? With regard to different, interlocking forms of displacement, the project takes a broad approach by examining different types of displacement, from conflict, to environmental, and economic stressors.

While the focus of the project is on international displacement, several of the countries of research are experiencing internal displacement and the project will acknowledge this. In all cases, the role of local (municipal/regional) actors will be of particular importance.

The project encompasses different case studies, including Mozambique, Kenya, Ethiopia, Ghana, Indonesia, and Colombia. The project aims to draw comparative conclusions and policy recommendations from the insights generated across the cases (through mostly conducting qualitative primary data collection and analysis).

## **3. Terms of Reference**

The aim of this Colombia case study is to qualitatively explore and analyse how social cohesion is affected in communities hosting Venezuelan refugees in Colombia, taking into account different hosting contexts, including political, historical and demographic diversity and potentially also internal displacement.

The choice of the specific thematic focus and the specific qualitative research methodology of the case study shall be guided by the bidder’s expertise and experience. Next to other potential qualitative research methods, qualitative in-person interviews in Colombia shall be conducted by the researcher with relevant stakeholders. It is important to align the Colombia case study with the other project case studies. For this, the consultant and project team will have consultations during the kick-off meeting.

The findings of this case study shall serve as a foundation for developing policy recommendations for application in the local and national policy context and increase policy makers’ knowledge and understanding of the dynamics of social cohesion in different

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displacement contexts and approaches to strengthen social cohesion. It shall feed into the comparative research across the different case studies on social cohesion in displacement contexts within the IDOS project.

**Aims of the Study:**

- 1) Taking the IDOS Social Cohesion Concept as starting point,<sup>1</sup> explore and analyse the mechanisms of social cohesion in different hosting communities in Colombia
- 2) Explore the temporality or fluctuations of social cohesion (is it steady, what are shocks to it, and what aspects that stabilize social cohesion)
- 3) Explore and analyse how different migration policies and their implementation affect social cohesion dynamics in Colombia and vice versa
- 4) Explore the role of historical narratives, governance traditions, and regional dynamics
- 5) Take into account the specific background of the displacement context (why were people displaced, who are they), the different settlement situations, the role of different state and non-state actors (incl. the potential role of media)
- 6) Demonstrate what factors potentially deteriorate and which improve social cohesion between host and refugee communities
- 7) Explore which actors are particularly relevant to improving or stabilizing social cohesion between host and refugee communities and might have been overlooked in the past
- 8) Translate research results into policy recommendations for local, national and international actors, including how development actors could strengthen social cohesion outcomes

**Research Questions:**

- 1) What are the mechanisms influencing social cohesion in hosting communities in Colombia?
- 2) What are shocks to social cohesion and what are aspects stabilizing it?
- 3) What role do historical narratives, governance traditions, regional dynamics as well as temporary migration policies play?
- 4) Which are the dominant factors harming and improving social cohesion between host (including potential internally displaced) and refugee communities?
- 5) Which actors are important to consider in the field of social cohesion in Colombia?
- 6) What should local, national and international actors do to strengthen social cohesion in Colombia?

In 2025 potential additional optional activities (if budget allows) include the writing of a policy brief as well as dissemination activities (to the amount of 5 working days) of the respective research outcomes and policy implications in Colombia among relevant stakeholders. These additional optional services should be included in the research proposal and the financial proposal (Annex 1b) as optional services.

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<sup>1</sup> IDOS's concept of social cohesion can be found at: <https://www.socialcohesion.info/concepts/concept/idos-social-cohesion-concept>

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#### **4. Application Process – Research Proposal**

- The researcher must fulfil the assignment in its own person. Subcontracting of the services to be provided is not permitted.
- The researcher should have pronounced thematic expertise in the field of social cohesion and displacement in Colombia, insofar that experience in qualitative data collection and analysis exists in this context and publications in this context have been published, experience of conducting commissioned research studies and providing policy advice.  
The research proposal must be prepared in English and comprise 10 pages in font size Arial 11, plus list of sources, if applicable. The proposal must include the following:
  - a. Cover letter with motivation (1 page) + CV (up to two pages) of the researcher outlining the thematic experience on social cohesion and/or displacement in Colombia, experience in qualitative data collection and analysis, and experience in conducting research studies and providing policy advice
  - b. Information on the research methodology and concept (analytical framework, localities, data collection, data analysis, potential cooperation with local actors, time schedule, quality assurance (including a risk assessment and mitigation mechanisms in place) (7-8 pages))
- At a minimum information on 2 reference projects / studies on social cohesion and/or displacement in Colombia, which are relevant for this study.
- The budget must be laid out in Annex 1b as net amount. Reverse Charge applies, i.e. that IDOS assumes the liability for the VAT on the services that will be paid by IDOS in Germany. As a fixed price, the fee rates include all costs, expenses associated with the provision of the services, i.e. also ancillary costs like translation & transcription of interviews, and travel costs within the country. For bidders who are not based in Colombia, IDOS will cover a return flight from their residence to Colombia according to German public travel guidelines.  
Apart from this, the travel costs related to the workshop in March 2024 in Bonn will be covered by IDOS separately. The publication and translation costs of the final research study will be also covered by IDOS. The most economical tender will also be determined on the basis of further award criteria in accordance with the evaluation matrix as outlined in the tender notice under point 13.
- The term of the contract begins with the award of the contract (presumably in March 2024) and extends for 12 months (presumably end of February 2025).
- For the optional deliverables in 2025 (to be decided in Oct/Nov 2024 along with contract extension): If budget allows, additional services might be commissioned consisting of a policy brief based on the findings of the research study (8 pages, written in English), published as IDOS Policy Brief and dissemination activities in Colombia. We therefore ask the bidder to share their ideas on the potential dissemination activities (of an amount of 5 working days) in addition to their research proposal for the case study and also add the respective working days concerning these two additional optional services into the budget table (see Annex 1b). Potential material costs have to be discussed and agreed with IDOS separately in case there is budget for the dissemination activities. Please note that travel costs to IDOS in May/June 2024 for the in-person workshop will be covered separately by IDOS and if necessary international flights.

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## 5. Deliverables

### 5.1. Qualitative Interviews

- Irrespective on further qualitative methods, the researcher shall conduct qualitative in-person interviews in Colombia with relevant stakeholders (to be specified in research proposal). For this, interview guides aligned with the tools used in the other project case studies shall be developed. Interviews should be transcribed and translated into English and shared with the IDOS research team. Additional further qualitative research methods are welcome to be included in the overall research proposal. All primary data collection has to receive ethical clearance from the IDOS research ethics committee (more information on this will be provided after contract award).

### 5.2 Research Study

- The research study should comprise 30 pages (including 2 pages executive summary and 1-2 pages of policy recommendations but excluding bibliography) and be written in English and will be published on the IDOS website as an IDOS Discussion Paper (for examples see IDOS website). IDOS will organize translation of the study into Spanish, the bidder will be responsible for the final proof of it.
- Participation in the project workshop as outlined below (travel costs are covered by IDOS out of a separate budget)

<b>Date</b>	<b>Task</b>	<b>Payment</b>
Approx. 21 March 2024	Project start	
End of March	In-person workshop in Bonn with entire project team representing all case study countries: Introduction and alignment of the research concept and design	30 %
April 2024	Refining research concept and methodology (incl. interview guides, selection of locations and interviewees), IDOS ethical clearance process for primary data collection	
May/June 2024	Data collection (incl. transcription and translation of interview data) and analysis	
June/July 2024	Interim Workshop (online) with IDOS team (discussion of preliminary results)	20 %
End of September 2024	Submission draft of study	
October 2024	Online workshop with IDOS team to receive feedback on study	
November 2024	Submission of final research study (incl. incorporation of IDOS comments)	40 %
January 2025	- Editing process of research study incl. proofreading by the researcher - Translation process of research study (IDOS publishing process) (incl. proofreading by researcher) - Online workshop to present final case study to IDOS team and submission of final invoice	10 %

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5.3 Optional Additional Services in 2025 (if budget allows): Policy Brief and Dissemination Activities

- The policy brief will be based on the findings of the research study and should comprise 8 pages, written in English, and will be published on the IDOS website as an IDOS Policy Brief (see for examples IDOS website). IDOS will organize translation into Spanish, the bidder will be responsible for the final proof of it.
- Dissemination activities (of an amount of 5 working days) should be focused on local and national stakeholders in Colombia using the findings of the research study and policy brief.

<b>Date</b>	<b>Task</b>	<b>Payment</b>
Mid March 2025	Submission draft policy brief	30%
Beginning of April 2025	Receipt of comments from IDOS team on policy brief during online workshop	
May 2025	Submission final policy brief, editing and translation process at IDOS incl. proofreading by the researcher	40%
May/June 2025	- In-person workshop at IDOS, Bonn, Germany: Presentation of the final case study to IDOS team as well as to a broader professional public: scientists, representatives from politics, civil society and multi- and supranational organizations representatives - Dissemination activities in Colombia	
End of June 2025	Submission final invoice	30%

## 6. Fee / Billing

The fees shall be indicated in Annex 1b as net amounts. Reverse charge procedure applies, i.e. that IDOS assumes the liability for the VAT on the services that will be paid by IDOS in Germany. The total net amount offered shall be summarised in Annex 1a.

As a fixed price, the fee rates include all costs, expenses associated with the provision of the services, i.e. also ancillary costs like translation & transcription of interviews, and travel costs within the country. For bidders who are not based in Colombia, IDOS will cover a return flight from their residence to Colombia.

Additionally, the travel costs related to the workshops in March 2024 and potentially May/June 2025 will be covered by IDOS separately. Please note that the guidelines for travel expenses are binding and that costs can only be reimbursed to the ceilings defined there.

The fees paid under this contract cover any taxes, social contributions, levies etc. applicable to the agent in the execution of the contract except for VAT on the services (see first paragraph).

The agreed services shall be invoiced after delivery of the services. For the payment schedule, see Point 5 and Annex 4 (contract form, § 6).

Due to the E-Invoice Act of 4 April 2017 (Federal Law Gazette I, 770 et seq.), IDOS is obliged to accept only electronic invoices via the following platform: <https://xrechnung-bdr.de>. For invoicing, the Contractor is obliged to register at the platform. Electronic invoices sent in

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any other way cannot be taken into account.

The IDOS route ID is 992-01497-46, the VAT ID number is DE210856958. The Purchase Order Number is D1PK24006.

The date of receipt of the invoice by the client is decisive for the date of payment. The term of payment is 30 calendar days net.