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VAT No.: 496 026 5751

Terms of Reference: TB Consultant-Development of the South African Global Fund Request for Funding (1 April 2022-31 March 2025)

Consultancy: TB

1) Background

The South African National AIDS Council (SANAC) brings together government, civil society and the private sector to create a collective response to HIV, TB and STIs in South Africa. SANAC released the fourth National Strategic Plan (NSP) for HIV, Tuberculosis (TB) and Sexually Transmitted Infections (STIs) in 2017. This five-year plan (2017–2022), guides the multi-sectoral implementation of strategies to mitigate the impact of HIV, TB and STIs.

International donors such as Global Fund (GF) support the implementation of TB and HIV programmes in SA, amongst others. The GF grant is coordinated through the Global Fund Country Co-ordinating Mechanism (GF CCM), which is a SANAC-hosted body set up to raise funds from the Global Fund to Fight AIDS, TB and Malaria (Global Fund). As part of its function, it oversees the development and submission of a request for funding proposal to the Global Fund (GF) every three-year cycle.

Based on the Global Fund Board's decision in November 2019 on the funding available for the period 2022-2025 .South Africa has been allocated US\$536,766,626 for HIV, tuberculosis and building resilient and sustainable systems for health (RSSH). The allocation amounts for all countries have been determined according to a methodology approved by the Global Fund Board, primarily based on disease burden and income level. South Africa is classified as an upper-middle-income country.

A technical team comprising of in-country and external TB and HIV experts is being identified to assist in the development of the funding request. Additional technical assistance for the



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HIV Funding Request Steering Group is required to ensure that all elements of the HIV components are consistent and sound.

SA is one of the 30 high TB burden countries with the large burden of drug susceptible TB, drug resistant TB and TB/ HIV co-infection. TB is still the leading cause of death in SA, with 29 513 TB death notifications in 2016 alone. The mortality rate among HIV positive TB patients also remains high at 73 per 100 000 population, twice the rate in HIV negative TB patients. Although SA has shown a decline in TB notifications, this decline is not expected to change but it is too slow to meet the 2030 Sustainable Development Goals (SDG) and 2035 End TB targets.

2) Purpose of the consultancy

In conjunction with the SA GF CCM, and the SANAC Secretariat team, the consultant will serve as a TB writer of the next joint HIV, TB & Resilient and Sustainable Systems for Health (RSHH) Request for Funding to be submitted to the Global Fund. The funding request/proposal should be in accordance with the GF Allocation Letter, which stipulates that South Africa have been invited to submit a request for funding for 536,766,626 USD over three years (1 April 2022 to 31 March 2025).

The TB writer will work in collaboration with the support writers, the expert consultants and technical working groups (TWGs) to develop the RFF. The RFF Application Form comprises five main sections; namely:

1. Country Context



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Applicants provide information on the current epidemiological situation and outline the constraints and barriers. They also provide an assessment of the country's current response to the disease.

2. *Funding Request*

In this section, the country will prioritize the interventions and programs to be included in the Global Fund grant(s) and referenced in the attached Programmatic Gap Table(s), Funding Landscape Table(s), Performance Framework and Budget.

3. *Operationalization and Risk Mitigation*

After defining and costing the interventions to be funded, countries detail how these interventions will be implemented, and by whom. They also cover risk mitigation measures that will be put into place.

4. *Funding Landscape, Co-financing and Sustainability*

Articulation of the current funding landscape and the anticipated future funding. This allows reviewers to understand the total commitments to the disease, both from the country and from other donors. In this section, countries also outline their commitments to co-financing and sustainability.

5. *Prioritized Above Allocation Request*

Applicants are encouraged to include a prioritized request for additional funding beyond the allocation with their application. The total amount should represent at least 30 to 50 percent of the funding request. The prioritized above allocation request will be reviewed by the Technical Review Panel and technically strong interventions will be registered as unfunded quality demand.

The TB writer is to work closely with the lead writer, GF CCM RFF subcommittee, the CCM Secretariat, Technical Support Unit (TSU) and SANAC Secretariat; and other stakeholders to participate in HIV/TB and Key Populations stakeholder consultations participating in the implementation of the National Strategic Plan for HIV, TB and STIs (NSP). During the



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consultations, the TB writer is expected to fully understand the direction and intention of consultations where evidence will be reviewed; priorities identified and aligned with the NSP priorities; and details of programme content and implementation arrangements finalised.

The consultant will write the TB piece and bring to the programme design process previous experience from developing and writing successful integrated, multi-sectoral, proposals involving several stakeholders for institutional donors. It is desirable that the consultant also brings a good understanding of issues relating to TB. Particularly bringing in context new approaches and intervention backed up by relevant TB statistics; assessments; surveys and other literature.

Regular briefing of the CCM and its RFF Subcommittee will be an integral component of the RFF development process. The successful candidate will need to meet all the requirements as set out in this RFP. Prospective bidders must be able to provide adequate information proving that he/she will be able to satisfy the CCM's set requirements. The request for funding (RFF) has to be a full review that contains a comprehensive overall review of a program's approach and strategic priorities.

The role of the TB consultancy is to work closely with the GF CCM RFF subcommittee, the CCM and the CCM Secretariat, to participate in consultations and in technical working groups (TWGs) in order to review evidence, identify priorities and the details of the TB programme content and implementation arrangements to be included in the RFF. The consultant will also lead a special TWG that will work closely with many stakeholders in developing the content of the RFF that focuses on TB Prevention, Treatment and Care, TB/HIV integration and those prioritised requisite investments necessary for RSSH that pertain to the TB and TB/HIV integration interventions.



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3) Scope of work:

The main deliverable is a timeously completed high quality GF RFF for HIV, TB and RSSH (1 April 2022 to 31 March 2025) after all relevant consultations have taken place. The RFF has to be written in excellent English, with references as footnotes, all annexes and attachments are formatted and labelled appropriately. The TB consultant will be responsible for and lead the full inclusion of TB and TB/HIV interventions and the prioritised RSSH that support these interventions in the RFF. The consultant will work closely with the lead technical team consisting of lead and support writers, Monitoring and evaluation, costing and finance, Human rights and RSSH consultants. This will hence include the collection, collation, analysis and management of relevant information throughout the process and the writing up of sections in support of the various team members.

Scope of work and more detailed deliverables:

- Review all relevant Global Fund documents including (but not limited to):
 - The GF allocation letter
 - GF policies and guidance documents for applicants
- Review all relevant documents and then develop a document that will guide discussion about the priorities for TB (TB, TB/HIV integration and prioritized RSSH interventions) that:
 - Reviews past performance in this area (both for those areas receiving GF support and other support including government and PEPFAR), identifying strengths and weaknesses, opportunities for improvement
 - Reviews current strategies and implementation plans including the NSP, Provincial Implementation Plans and Multi-Sectoral District Implementation Plans as available.



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- Reviews Mid- Term review of the NSP
 - Review the 1st South Africa TB Prevalence Survey Data
 - Review the United Nations high level Meeting (UNHLM), Stop TB and End TB Strategy 2025 targets.
 - Reviews all recent information that should influence these strategies and plans.
 - Review the National TB Program (NTP) data on DHIS, eTR.net and Tier.net
 - Review community based TB services approaches and program implementation
 - Review work to inform the discussion on the opportunity to access catalytic funding for Finding TB Missing cases.
 - Reviews direction and guidance given by the Global Fund and Technical Review Panel.
 - Reviews and analyses the TB programme of the current GF grant: plans and implementation
- Development of a presentation and shortened report that summarises above in an easy to read format and present this to the CCM and any other extra-ordinary CCM meetings.
 - Adjustment of the report and presentation for peer review before making final improvements and sharing as part of consultation and dialogue.
 - Work with the CCM structures to understand and assist with the development and ongoing adjustment as necessary of the work plan for the development of the GF RFF.
 - Lead and co-ordinate the technical team that will focus on the development of the inclusion of TB, TB/HIV integration and prioritised RSSH interventions and link with the M&E, Finance and Costing and RSSH teams. This will include working with two major teams: the TB think tank and other civil society groups that focus on TB.



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- Work as a member of the lead technical team to develop formats for collection, collation and analysis of data to ensure optimum contribution from all stakeholders and development of an optimal RFF as a full document with the necessary attachments.
 - Participate in CCM meetings, GF RFF subcommittee meetings, dialogues/consultations and TWG meetings in order to be able to accurately capture the comprehensive overall picture being built up as well as the details in the RFF document.
 - Participate in all relevant consultations with stakeholders at national and other levels.
 - Work closely with Principal Recipients (PRs), Costing and Finance, Human Rights, RSSH and M&E consultants to ensure the development of an appropriate work plan, budget, performance framework, and monitoring and evaluation plan that links to the content of the TB work to be included in the RFF.
 - Write up and fully capture the input from stakeholders and then according to direction by the CCM, into a comprehensive plan to address TB (TB, TB/HIV integration, prioritised RSSH interventions) that can be incorporated by the lead writer into different chapters of the RFF and by the rest of the lead technical team into all the attachments.
 - Develop drafts of the TB work and present these to the CCM, CCM Request for Funding subcommittee and other key stakeholders for review and comment.
 - Work closely with the lead technical team to ensure the TB work is captured and expressed concisely and accurately in the relevant parts of the draft and final RFF e.g. Performance Framework, Monitoring and Evaluation Plan, PR budgets.
 - Prepare presentations and communication pieces to various stakeholders.
 - Contribute to communication pieces and presentation to be used for various stakeholders throughout the development of the NSP.



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- Assist the lead writer to maintain a complete and accurate reference list.

4) Qualifications and experience

- At least a Master's level university degree in Public health and Social Sciences or other relevant disciplines;
- Extensive knowledge of the HIV and TB epidemics and RSSH in SA and the region.
- Strong understanding of HIV and TB programming, including the need to focus on gender issues, key populations and human rights to meet GF requirements.
- Minimum 10 years progressively responsible professional work experience at national and international levels in HIV and TB programming and policy development.
- Relevant previous experience in reviewing HIV and TB programmes with a focus on TB projects at the national level.
- Experience in leading or being a major contributor to the writing of HIV and TB programme documents.
- Previous experience in the writing of Global Fund requests for funding, especially in the new format, will be an added advantage
- Proven record of accomplishment of delivering similar projects timeously to a high standard under tight deadlines.
- Proficiency in Microsoft Office Packages.
- Research experience in the TB field will be an advantage.

Other competencies and knowledge

- Excellent organizational, communication and facilitation skills.
- Fluency in spoken and written English.
- Ability to work under pressure and meeting tight deadlines.



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- Knowledge of the HIV and TB stakeholders in the country and be well acquainted with influential role players in those sectors.
 - Knowledge of HIV and TB and the social determinants of disease including gender and human rights related issues.

5) Supervision

The consultant will be supervised by the SANAC Technical Support Unit and the CCM Secretariat at SANAC, who will work closely with the consultant to discuss the work and the review drafts and the final product.

6) Timelines and commitment:

- The GF Request for funding will be developed over a period from November 2020 to August 2021
- The level of effort expected is to be a maximum of 90 days, which will be spread over the 12 months with some initial work in preparation for the GF CCM meeting in early September, then preparation for consultations starting in October and then more intense work over April, May and June.
- Note that work will be remunerated based on actual time worked substantiated by high quality documents as proof of work done by the consultant, meeting attendance and participation, as approved by SANAC secretariat procurement procedures.
- It must be noted that a significant amount of travelling within SA will be expected from the successful bidders.

7) Proposal Format



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A detailed proposal in response to this ToR is due on **Friday 23 October 2020** containing all the information required to evaluate the bid against the requirements stipulated in this terms of reference document. Please send your proposals to andries@sanac.org.za the following should be attached to the proposal as annexures:

- i) Annexure A: Technical Proposal demonstrating ability to complete the assignment and produce a quality document as per scope of work detailed above
- ii) Annexure B: Summary of past experience. The proposal should contain CVs of proposed team members which show the range of similar assignments they have undertaken and the size of these assignments, three letters of reference or other means of verifying past experience
- iii) Annexure C: Summary details of proposed team
- iv) Annexure D: Pricing information. Price proposals should include VAT and should be fully inclusive of ALL costs to deliver the outputs indicated in the terms of reference

8) Criteria for Selection

The selection of the best offer will be based on the combined scoring method: (the qualifications and methodology will be weighted 80%, combined with the price offer, which will be weighted 20%).

- Technical proposal demonstrates clear process and methodology for delivering high quality products in line with the ToR (40%).
- Demonstrated record of accomplishment / knowledge in the area of HIV and TB programming, including the need to focus on Gender issues, Key Populations and Human Rights (20%)
- Demonstrated track record in delivering similar projects (20%)
- Financial proposal (20%)



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