



P.O. Box 13912, HATFIELD, 0028 | 2<sup>nd</sup> Floor, Block E, Hatfield Gardens, 333 Grosvenor Street, Hatfield, PRETORIA,  
0028, Tel: +27 012 748 1000, Fax: +27 086 667 8894

VAT No.: 496 026 5751

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<b>BID/RFQ NUMBER:</b>	<b>RFQ SANAC 07/004/2021</b>
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<b>CLOSING DATE:</b>	<b>16 August 2021</b>
<b>CLOSING TIME:</b>	<b>11:00 AM</b>
<b>BID VALIDITY PERIOD:</b>	<b>90 DAYS (COMMENCING FROM THE BID CLOSING DATE)</b>
<b>DESCRIPTION OF BID:</b>	<b>APPOINTMENT OF THE SERVICE PROVIDER/ CONSULTANT FOR THE IMPLEMENTATION OF COMMUNITY LED MONITORING</b>
Please Indicate whether the bidder is a: Service Provider or Independent Consultant	
RFP/ RFQ TO BE EMAILED TO THE FOLLOWING EMAIL ADDRESSES:	
Email address: <a href="mailto:Beullah@sanac.org.za">Beullah@sanac.org.za</a>	
Copied: <a href="mailto:Jabu@sanac.org.za">Jabu@sanac.org.za</a>	
Copied: <a href="mailto:Mbali@sanac.org.za">Mbali@sanac.org.za</a>	
Only Email submission is Accepted for this request due to COVID-19 Lockdown restrictions	



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## **TERMS OF REFERENCE FOR THE IMPLEMENTATION OF COMMUNITY LED MONITORING**

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## 1. INTRODUCTION

In South Africa, Key Populations bear a disproportionate burden of HIV and this includes Sex Workers, LGBTI including Men who have Sex with Men and People who inject drugs and people in correctional facilities. The National Strategic Plan for HIV, TB and STIs (NSP 2017-2022) places Key Populations as a priority to substantially reduce new HIV infections, and the morbidity and mortality associated with HIV, TB and STIs. The NSP has a dedicated chapter to address specific HIV, TB and STI concerns among these populations and recommends that services and information be customised to address the unique needs of this most at high-risk populations. The NSP also promotes respect for and protection of the human rights of these populations as a fundamental principle.

The sudden emergence of the COVID-19 virus has caused disruptions in the delivery of routine services for Key Populations as outlined in the NSP. COVID-19 also poses threats to reverse the gains made on the 90-90-90 cascade among these populations. SANAC therefore aims to strengthen advocacy skills and capacity of key and vulnerable populations to identify local challenges and priorities and advocate for improved services delivery of HIV and TB services. One of the mechanisms to achieve this objective is through Community Led Monitoring (CLM). The goals of the CLM are:

- Ensure that comprehensive and high-quality HIV, TB, and STI prevention, care, and treatment services (including index testing) are provided to key populations.
- To monitor the quality and responses of health programs, particularly for sensitive activities like index testing.
- Improve accountability and responsiveness among the NGOs that provide services for key and vulnerable populations.
- Share and use data for advocacy to address barriers to health care among key populations.

## 2. OBJECTIVES

- SANAC aims to engage the services of two Key Populations (KP)-led CBOs to implement CLM in the Provinces of Gauteng in 2 districts City of Johannesburg and Ekurhuleni and for the duration of August to December 2021. The objectives of implementing CLM are to: support and equip directly affected communities to carry out routine, ongoing monitoring of the quality and accessibility of HIV/STI/TB treatment and prevention services, and to Promote activities that will be led by key populations within their communities.



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- The implementation of CLM activities in the communities will be aligned with the recently developed CLM tools and Strategy conducted and developed by SANAC.

### **3. SCOPE OF SERVICE**

The successful CBOs will implement CLM to understand barriers to access health care to key populations, identify issues for Advocacy, and establish the recommendations for improvement in the existing services.

### **4. EXPECTED DELIVERABLES**

- ✓ The CBO is expected to identify service-related needs and barriers from the affected community.
- ✓ To collect information using the tools that have been developed and piloted through Health Focus CLM Project
- ✓ To analyse and interpret the information collected to suggest solutions and key action points.
- ✓ To disseminate the information to relevant stakeholders and develop an advocacy strategy to strengthen service delivery to KP
- ✓ To advocate for solutions and work with decision makers and other organisations to implement change.
- ✓ To monitor the change and analyse trends.

### **5. REQUIREMENTS**

Prospective bidders are expected to submit a Financial Proposal and a Technical Proposal to SANAC for provision of the CLM.

The overall Submission must be accompanied by the following minimum supporting documentation.

- CVs (establishing competence and demonstrating qualifications/skills relevant to the TOR) of the technical, management and implementation support personnel proposed to work on the Project.
- Profile of the community organization, including the mission of the organization and date of founding of the organization.
- Profile of the proposed NGO Partners (if applicable).



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- Evidence of previous relevant experience that qualifies the organization to undertake this project.
- The Financial Proposal must provide a detailed cost breakdown for the achievement of each deliverable.
- Evidence of previous work in the implementation districts (Letter from the District / Municipal office).

## **6. ELIGIBILITY CRITERIA**

The applicant organizations must be non-profit non-governmental / community-based organizations). If there is a staff member of the NGO/CBO, who has any relationship with SANAC, as an owner or relative of the owner or member of the Board of Directors or part of their management team etc., this should be explicitly stated in the application.

Expertise and experience in the following areas would be an advantage:

- Proven knowledge and understanding of Key Populations programmes (i.e., Sex Workers, Men who have Sex with Men, Inmates, Transgender Persons, People who Inject/Use Drugs)
- Proven experience in developing and initiating creative space initiatives at the community level for various key population groups
- Proven expertise and experience in developing and working on HIV/STIs/TB programming and Human Rights for Key populations
- Proven technical expertise and experience in the design, implementation, and management of research tools and the collection of data etc using qualitative and quantitative research methodology or designs.
- To be operational in the proposed districts in Gauteng.

## **7. PROPOSAL EVALUATION CRITERIA**

SANAC will conduct a fair and transparent process to select the successful organization. Below is the scoring that will be used to rank the proposals:



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<b>Technical Evaluation Scoring:</b>	<b>Score Weight</b>
<b>Categories</b>	
1. Expertise and Experience of the Organization	40%
2. Proposed Methodology, Approach, and Implementation Plan	50%
3. Management and Personnel	10%
<b>Total</b>	<b>100</b>

Applications should be sent to: The Procurement Officer: Ms Beullah Mthombeni,  
email address [beullah@sanac.org.za](mailto:beullah@sanac.org.za)

**Closing date for the application is 15 August 2021 @ 16:00.**