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Terms of Reference

Request for Proposal for Tuberculosis Consultant for the Development of the South African National Strategic Plan for HIV, TB and STI's 2023 - 2028

1) Background

The South African National AIDS Council (SANAC) brings together government, civil society, and the private sector to create a collective response to Human Immunodeficiency Virus (HIV), Tuberculosis (TB) and Sexually Transmitted Infections (STIs) in South Africa (SA). SANAC released the fourth National Strategic Plan (NSP) for HIV, TB and STIs (2017–2022) in 2017. The five-year plan that guides the multi-sectoral implementation of strategies to address the impact of HIV, TB and STIs. The NSP is regarded as one of the main documents for the country's response to HIV, TB and STIs to take the country towards the target of ending TB and AIDS as a public health threat by 2030. It also contributes to the efforts of reaching the targets of the Sustainable Development Goals (SDGs), including universal health coverage (UHC).

The country is embarking on the 5th generation of the NSP, NSP 2023 – 2028 (New NSP). The new NSP needs to respond to prevalent issues, be agile, radical, and should align with the 4th industrial revolution implications. The NSP should provide a sense of renewed hope to people infected and affected by HIV, TB and STIs, reflect highly effective and high-impact interventions backed by evidence-informed analysis, to enable the achievement of the national and global targets which would then propel the country towards the achievement of the Agenda 2030 goals.

2) Purpose of the consultancy

SANAC seeks the services of a consultant to serve as a TB writer for the new NSP. The consultant will work in collaboration with the SANAC Secretariat, based at Hatfield, Pretoria. The TB Consultant should ensure that the NSP document contains all the critical components of the response to the TB epidemic, that are consistent, sound and backed by scientific evidence. A technical team of in-country experts convened in February 2022 has identified several themes that need to form the backbone of the new NSP. The themes to include emphasis on Governance, interphase with national and local level planning, the placement of communities at the centre of the response, the sustainability efforts and apply the inequality lens in addressing social and structural determinants of the epidemic. The consultant will also ensure increased focus on efforts to end TB, incorporate lessons learnt and leveraging on efforts made during Covid-19 pandemic response.



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The TB consultant will work in collaboration with the new NSP Lead writer, other expert consultants and technical working groups (TWGs) to develop the NSP for HIV, TB and STIs 2023 - 2028.

The consultant will lead the consultations and writing of the following technical components of the NSP for HIV, TB and STIs 2023 - 2028.

- ✓ TB prevention, treatment, and care
- ✓ Key and Vulnerable Populations for TB.
- ✓ Social and Structural Drivers of TB
- ✓ TB Monitoring and Evaluation section
- ✓ Governance and Leadership
- ✓ Human Rights and TB

3) Scope of work:

The main deliverable is a timeously completed high quality TB component in the NSP for HIV, TB and STIs 2023 – 2028 after all relevant consultations have taken place. The TB consultant will be responsible for and lead the full inclusion of TB and TB/HIV interventions and prioritise the support for these interventions in the NSP. The consultant will work closely with the lead technical team consisting of lead and support writers, monitoring and evaluation, costing and finance, human rights consultants. This will include the collection, collation, analysis, and management of relevant information throughout the process. The consultant will also be responsible for writing up of sections in support of the various team members.

Scope of work and more detailed deliverables:

- Review all relevant NSP documents including (but not limited to):
 - NSP policies and guidance documents for applicants
- Review all relevant documents and develop a document that will guide discussion about the priorities for TB (TB, TB/HIV integration and prioritized interventions), including:
 - Past performance, identify strengths, weaknesses and opportunities for improvement of the programme.
 - Current strategies and implementation plans including the NSP, Provincial Implementation Plans and Multi-Sectoral Implementation Plans, including district and local level plans as available.
 - Mid- Term review of the NSP 2017 – 2022.
 - South Africa TB Prevalence Survey Data, 2018.
 - South African HIV, STIs, TB, PMTCT and Viral Hepatitis Joint Program Review Report, 2019.
 - Recent peer reviewed articles and relevant information to influence strategies



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and plans.

- National TB data on the currently used data information systems.
 - Community-based TB services approaches and program implementation
 - Implement guidance given by the NSP reference group.
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- 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 NSP e.g. Monitoring and Evaluation Plan.
 - 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 NSP as a full document with the necessary attachments.
 - Participate in NSP meetings, dialogues/consultations and technical task team meetings in order to be able to accurately capture the comprehensive overall picture being built up as well as the details in the NSP document.
 - Write up and fully capture the inputs by stakeholders into a comprehensive plan to address TB (TB, TB/HIV integration) and can be incorporated by the lead writer into different chapters of the NSP.
 - Contribute to communication pieces and presentation to be used for various stakeholders throughout the development of the NSP.
 - Work closely with the Human Rights, and M&E consultants among others 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 NSP.
 - Adjust the report and presentation for peer review before making final inputs and sharing as part of consultation and dialogue.
 - Complete all TB sections for different key and vulnerable populations throughout the NSP document.
 - Assist the lead writer to maintain a complete and accurate reference list.
 - Develop a presentation and shortened report that summarises above in an easy-to-read format and present this to the relevant stakeholders.

4) Qualifications and experience

- At least a Master's level university degree in Public health and Social Sciences or other relevant disciplines; MBCHB and Specialist qualifications in the area of Infectious diseases, particularly TB would be an advantage
- Extensive knowledge of the HIV and TB epidemics 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.



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- Minimum 10 years progressively responsible professional work experience at national and; or 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.
 - 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.
- 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 the diseases including gender and human rights related issues.

5) Supervision

The consultant will be supervised by the SANAC NSP Executive Manager and Lead Writer, who will work closely with the consultant to discuss the work and the review drafts and the final product.

6) Timeframe

The level of effort expected is to be a maximum of 120 days. This will spread over the ten (10) months from the contract's commencement date, which is anticipated to be from 1 April 2022.

Proposal Format

- i) A detailed proposal in response to this ToR is due on **Friday 01 April 2022 by 14h00pm** containing all the information required to evaluate the bid against the requirements stipulated in these terms of reference document. Please send your proposals to beullah@sanac.org.za the following should be attached to the proposal as annexures:
- ii) Annexure A: Technical Proposal demonstrating ability to complete the assignment and produce a quality document as per scope of work detailed above



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- iii) Annexure B: Summary of experience. Please attach CVs of proposed team members, where applicable 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 experience
 - iv) Annexure C: Summary details of proposed team
 - v) 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 with budget notes to justify costs.

6) 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%).
- All costs inclusive financial proposal (20%).