



## **RFP SANAC 04/001/2022**

### **TERMS OF REFERENCE FOR**

#### **National Strategic Plan (NSP) for HIV, TB and STIs 2017-2022 Terms of Reference (ToRs) for the End Term Review of the NSP**

#### **1. Background**

South Africa's National Strategic Plan (NSP) for HIV, TB and STIs 2017-2022 is the country's fourth comprehensive strategic plan that outlines the implementation of the country's multi-sectoral response on prevention and management of HIV and AIDS, TB and STIs over five years.

The end of the financial year 2021/2022 marks the final year of the implementation of the current NSP for HIV, TB and STIs (2017-2022). SANAC conducted the Mid-Term Review (MTR) of the current NSP (2017-2022) by June 2020 and the findings depicted non-achievement of some of the outcome and impact indicators tracked in the NSP. Based on the non-achievement and the impact of Covid-19 in service delivery, the South African Cabinet decided to defer the implementation of the NSP (2017-2022) to the end of March 2022. In accelerating the implementation process of the NSP, the country undertook the development of the catch up plan. Therefore, it is imperative to review the implementation of the NSP for the 5 year period.

The goals and objectives of the NSP are as follows:

#### **Goal 1: Accelerate Prevention to reduce New HIV, TB and STI Infections**

- 1. Reduce new infections to less than 88,000 by 2020 through combination prevention interventions*
- 2. Reduce TB incidence by at least 30%, from 834/100,000 population in 2015 to less than 584/100,000 by 2022*
- 3. Significantly reduce T Pallidum, gonorrhoea and chlamydia infection, to achieve the virtual elimination of congenital syphilis=is and maintain high coverage of HPV vaccination*

#### **Goal 2: Reduce Morbidity and Mortality by providing treatment, care and adherence support for all**

- 2.1. Implement the 90-90-90 strategy for HIV*

2.2. *Implement the 90-90-90 strategy for TB*

**Goal 3: Reach all key and vulnerable populations with customised and targeted interventions.**

**Goal 4: Address the social and structural drivers of HIV, TB and STIs and link these efforts to the National Development Plan (NDP).**

- 4.1. *Implement social and behaviour change programmes to address key drivers of the epidemic and build social cohesion*
- 4.2. *Increase access to and provision of services for all survivors of sexual and gender-based violence in the 27 priority districts*
- 4.3. *Scale up access to social protection for people at risk of and those living with HIV and TB in priority districts.*
- 4.4. *Implement and scale up a package of harm reduction interventions for alcohol and substance use in all districts*
- 4.5. *Implement economic strengthening programmes with a focus on youth in priority focus districts*
- 4.6. *Address the physical building structural impediments for optimal prevention and treatment of HIV, TB and STIs*

**Goal 5: Ground the response to HIV, TB and STIs in human rights principles and approaches**

- 5.1 *Reduce stigma and discrimination among people living with HIV or TB by half by 2022*

**Goal 6: Promote Leadership and shared accountability for a sustainable response to HIV, TB and STI's**

- 6.1 *Strengthen AIDs Councils to provide effective coordination and leadership of all stakeholders for shared accountability in the implementation of the NSP*
- 7.1 *Improve collaboration and coordination between government civil society, development partners and private sector.*

**Goal 7: Mobilise resources and maximise efficiencies to support the achievement of the NSP goals and ensure a sustainable response**

**Goal 8: Strengthen strategic information to drive progress towards achievement of NSP Goals**

- 8.1 *Rigorously monitor and evaluate implementation and outcomes*
- 8.2 *Establish a coordinated and funded National Surveillance system to generate periodic estimates of HIV, TB and STI measures in the general population and key/vulnerable populations to inform programmes implementation*

## **2. Rationale**

The overall goal of NSP End Term Review (ETR) is to provide an in-depth analysis of the implementation of the NSP with a specific focus on progress made towards achieving the targets set for each of the eight goals over the five-year implementation period. The review is intended to illustrate emerging issues and opportunities, lessons learned, gaps and challenges encountered during the implementation of the NSP. The ETR findings will form integral part of the development of the new NSP (2023-2028) process.

## **2.1 Scope of the End Term Review**

The objectives of the ETR are to:

- a) Assess the extent to which the NSP HIV, TB & STIs 2017-2022 has achieved its intended goals.
- b) Illustrate actual performance against set targets, including emerging trends over the five-year implementation period.
- c) Assess factors (in design, implementation, and others) that have contributed to or impeded the achievement of expected outcomes and outputs.
- d) Investigate and document the nature of the innovative, holistic, and scalable models applied by different stakeholders (What was the model? What was its unique proposition compared to other similar projects?).
- e) Assess and provide clear, practical and specific recommendations to improve identified impediments to the current NSP implementation.
- f) Articulate best practices for possible replication of interventions and an improvement in the development of focused, clear and meaningful NSP goals and objectives.

## **3. Methodology**

The evaluation will employ a Utilisation-Focused Evaluation (UFE) participatory approach to ensure that data can be sufficiently triangulated to deliver aggregate judgments and to allow project stakeholders learnings and ownership for project improvement in areas identified. This should be a mixed-methods study, including, literature review; quantitative data collection, interviews and focus groups discussions, as well as model and case study documentation.

## **4. ETR Process**

The consultants will prepare an inception report and a work plan that will operationalize the Terms of Reference. The inception report will address the following elements: understanding of the ToRs, expectations of the review; consultants team's roles and responsibilities; any refinements and elaboration to review questions; methods – quantitative and qualitative data collection and case study, including possible constraints; outline of the final ETR report and evaluation matrix linking questions – methods – data sources and indicators. Consultation meetings on the draft report to be convened with to all SANAC stakeholders at different levels (National, Province, District).

## **5. Final Deliverables**

The consultants will prepare the draft and final evaluation/feasibility reports that describe the methodology (briefly), findings, recommendations, and lessons. Summary infographic report for sharing with various users including high-level stakeholders, as follows

- A soft copy of a Summary report with infographics
- A soft copy of the Final report - designed and laid out with Infographics
- Endorsed final report

## **6. Reporting**

The consultants will report to the SANAC Strategic Information Manager on all issues related to the evaluation deliverables and feedback processes.

## **7. Consultant Requirements and Level of Effort**

Applicants must possess relevant evaluation and feasibility study expertise. Applicants must have at least a minimum of the following qualifications:

### **Experience and Qualifications:**

- Extensive knowledge of the South African multi-sectoral response including the NSP, Provincial Implementation Plans (PIPs) and Multi-Sectoral District Implementation Plans (MDIPs).
- Proven experience in conducting similar reviews and/or evaluations (previous experience in undertaking the End Term Review/Evaluations and similar reports will be an added advantage);
- A clear understanding of the SANAC structures at all levels.
- At least three years of experience working with SANAC and its structures at all levels.
- Demonstrated experience in HIV, TB and STIs prevention, treatment, care and support programming.
- Advanced university degree in Economics, Public Policy, Social Sciences, Public Health, Epidemiology and related technical field.
- Strong knowledge of the South African HIV, TB and STI epidemic and national response; the legislative, and policy environment including the National Strategic Plan on HIV, STIs and TB (2017-2022) and SANAC's mandate.
- Excellent analytical and writing skills in English; informed by technical content
- A minimum of 7- years experience in the development, and monitoring and evaluation of HIV, TB and STI programs.
- Willingness to travel to communities where the project operates and to conduct interviews, including focus group discussions.

Applications, to include CVs and cover letter outlining qualifications for the assignment and a proposal for the consultancy, together with a list of 2 professional references.

## 8. Timelines

The contract will be valid for a period of four(4) months from the date of signing of the contract

## 9. Proposal submission

**Proposals must include the following:**

### A. Technical Proposal

- A narrative proposal which includes the following sections:
  - a) Evaluation Methodology: Describe your overall approach and evaluation methodology including, and not limited to, evaluation questions, evaluation design, methodology, number of Key Informants Interviews (KII) and Focus Group Discussions (FGDs).
  - b) Specific Expertise: Describe your level of knowledge and expertise conducting evaluations with similar scope and thematic areas.
  - c) Key Personnel and Staffing: Describe the key personnel and clear division of tasks. Include CVs ( ) of key personnel who would be part of the proposed plan.
  - d) Timeline: Include a detailed timeline of key activities and the number of days per activity.
  - e) Sample report: one sample evaluation report (published reports or unpublished reports approved by the respective clients) focusing on the same sector/theme.

### B. Financial proposal

- The financial proposal should include detailed budget line items inclusive of VAT, with unit and total costs, and including transport and accommodation. Taxes and insurances shall not be included as this will be the entire responsibility of the consultant.

## 10. Evaluation Criteria

<b>Functionality criteria:</b>	<b>Weighting factor:</b>
<b>Industry Experience</b> <ul style="list-style-type: none"><li>• The consultant must demonstrate a minimum of 7 years experience in Public Health, Epidemiology, Development Studies, Economics, Public Policy, Social Sciences, and/or a related technical field and Monitoring and Evaluation of HIV, TB, any health or social development programmes or interventions</li><li>• Strong analytical skills and ability to synthesise and present findings, draw conclusions, make pragmatic recommendations and prepare well-written reports on time.</li><li>• A Organisation points: 10 points,</li></ul>	<b>30</b>

<p><b>0-7 Years = 0 point</b></p> <p><b>7-10 : = 7 points</b></p> <p><b>11-15: 10 points</b></p> <ul style="list-style-type: none"> <li>•</li> <li>• B. Team Experience</li> </ul> <p><b>0-7 Years = 0 Points</b></p> <p><b>7-10 Years = 15 Points</b></p> <p><b>11-15: 20 points</b></p>	
<p><b>Technical Proposal</b></p> <ul style="list-style-type: none"> <li>• Demonstrate experience leading or conducting evaluations of HIV, TB and STI programmes or any other health or social development programmes/ interventions.</li> <li>• Knowledge of HIV, TB and STIs/ health or social development related programme management and proven ability to provide strategic recommendations to key stakeholders.</li> <li>• Strong knowledge of the South African HIV, TB and STI epidemic and national response; the legislative, and policy environment including the National Strategic Plan on HIV, STIs and TB (2017-2022) and SANAC’s mandate.</li> <li>• A clear outline of the proposed methodology.</li> <li>• Demonstrated knowledge of the possible data sources for the ETR of the NSP.</li> </ul> <p>Points Allocation</p> <p>0= No Proposal attached</p> <p>5 = Proposal not clear</p> <p>15= Methodology is poorly aligned to the scope of work, linked to outputs, human resource allocation to activities are outlined, actions are scheduled appropriately</p> <p>30 = Methodology is adequately aligned to the scope of work, linked to outputs, human resource allocation to activities are outlined, actions are scheduled appropriately</p> <p>40= Methodology is well aligned to the scope of work, linked to outputs, human resource allocation to activities are outlined, actions are scheduled</p>	<p><b>50</b></p>

appropriately 50= Methodology is excellently aligned to the scope of work, linked to outputs, human resource allocation to activities are outlined, actions are scheduled appropriately	
<ul style="list-style-type: none"> <li>• Aptitude for policy, strategic planning, system development and organizational skills, including results orientation ( 10points)</li> <li>• Demonstrated capacity to work independently and in a team (10 points)</li> </ul>	<p><b>10</b></p> <p><b>10</b></p>
<b>Total</b>	<b>100 Points</b>

### 11. Procurement Requirements

The successful bidder will be requested to complete a full bid document including the following;

1. The proposal includes a project approach and work plan
2. Project Leader and Staff CV
3. BEE and Tax Compliant pin
4. Three Reference letters in a similar project
5. Costing/ price quotation
6. Recent CSD Summary report (with active company registration status/ Individual registration)

All proposals must be submitted to Ms Beullah Mthombeni: [Beullah@sanac.org.za](mailto:Beullah@sanac.org.za) before 11:00 on 04 May 2022 @ 11:00