



P.O. Box 13912, HATFIELD, 0028 | 2nd 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

BID/RFQ NUMBER:	
CLOSING DATE:	14 th July 2023
CLOSING TIME	14h00PM
BID VALIDITY PERIOD:	60 Days
DESCRIPTION OF BID:	Terms of reference for the appointment of a service provider/consultant to develop a National Human Rights plan in the context of HIV and AIDS, TB and STIs for key and vulnerable populations
Please Indicate whether the bidder is a: Independent Consultant	
RFP/ RFQ TO BE EMAILED TO THE FOLLOWING EMAIL ADDRESSES:	
<ul style="list-style-type: none">- Email address: Beullah@sanac.org.za- Copied: mbali@sanac.org.za- Copied: pholo@sanac.org.za	
Email submission is accepted for this request	

1. BACKGROUND

South Africa remains the epicentre of the HIV epidemic, accounting for more than a quarter of new HIV infections in East and Southern African countries and an estimated 8 million people living with HIV (PLHIV) in 2018. The country has made significant progress in reducing new HIV infections and AIDS related deaths by 39% and 50% respectively since 2010 (UNAIDS, 2018). Access to HIV testing and effective antiretroviral therapy (ART) has also improved substantially with the implementation of the test and treat initiative, and increased availability of affordable drugs with fewer side effects. Despite the Covid-19 pandemic having threatened to reverse the gains of the pre-pandemic efforts to address the inequalities caused by HIV, TB, and STIs, we are still making progress as a country and remain committed to reducing the burden especially in key and priority populations.

The country remains committed to the Joint United Nations Programme on HIV/AIDS (UNAIDS) targets that aim to ensure that by 2030, 95% of PLHIV know their HIV status, 95% of people diagnosed with HIV receive sustained ART, and 95% of people on ART are virally suppressed.

The country is also committed to UNAIDS 10-10-10 targets for 2025, that calls for less than 10% of countries to have legal environments that deny access to justice and for less than 10% of people with HIV and key populations to experience stigma and discrimination. The final set of targets focuses on getting to less than 10% of women, girls, people with HIV and key populations to experience gender inequality and violence.

The National Strategic Plan (NSP) for HIV, TB and STIs: 2023 – 2028 recognises that, despite South Africa being recognised globally for its positioning and response to human rights, there are still important gaps to close with regards to the full implementation of the human rights agenda, particularly for key and vulnerable populations. Goal 1 of South Africa's National Strategic Plan for HIV, TB and STIs 2023-2028 aims to ground the response to HIV, TB and sexually transmitted infections (STIs) in human rights principles and approaches, to reduce stigma and discrimination, ensure equal treatment for all and to increase access to justice in the context of HIV, TB and STIs for all key and vulnerable populations.

The national Human Rights Plan sets out a comprehensive response to human rights and gender inequality for HIV and TB in South Africa for people living with HIV, people living with TB, key and vulnerable populations based on the NSP. It is against this background that SANAC is looking for a service provider to lead the development of the next generation Human Rights Plan.

2. SERVICE AND SCOPE

SANAC is looking for a service provider to develop a National Human Rights plan in the context of HIV and AIDS, TB and STIs for key and vulnerable populations. The scope of work for the project includes:

- Assess the current National Human Right plan for areas needing alignment to the NSP 2023-2028 and TB/HIV/STI policies on key and vulnerable populations.
- Work with key stakeholders, including civil society sectors, to develop relevant content for the National Human Rights plan.
- Incorporate relevant stakeholders' and civil sector inputs into the plan following the engagements on the review, assessment and feedback of the current plan.
- Develop objectives for the Human Rights plan that addresses the human rights related barriers and gender equality.
- Develop the new Human Rights Plan.

3. EXPECTED DELIVERABLES

The development of a National Human Rights plan in the context of HIV and AIDS, TB and STIs for key and vulnerable populations is the main deliverable of this project. The successful consultant/service provider will be expected to deliver the following:

- Attend inception meeting to present the approach and workplan.
- Produce inception report detailing the consultant's approach to the overall exercise. project conceptual framework, strategy, and workplan with clear timelines.
- Conduct a desktop review on the work done under the current Human Rights Plan including previous evaluations, assessments, and other related work and produce a report on the review.
- Produce stakeholder consultation approach plan for both review and development.
- Conduct consultations with relevant stakeholders for the plan development.
- Produce print ready final Human Rights plan incorporating the reviews and consultations.

4. QUALIFICATIONS AND EXPERIENCE

SANAC Trust intends to contract a service provider or consultant with extensive experience that includes:

- At least a master's degree in public health, Social Sciences, or equivalent (CV to be included)
- 5 years' experience in the field of HIV, TB, and STIs
- At least five years in development of similar documents in the context of HIV, TB, and STIs for key and vulnerable populations.
- Demonstrate experience and understanding of the human rights agenda in the context of HIV, TB, and STIs for key and vulnerable populations- Applicants to submit references or examples from previous work conducted. Previous experience in facilitation and collaboration of engagements involving relevant stakeholders and civil sector.
- Knowledge and/or understanding of the SANAC and its stakeholders, with strong stakeholder management skills and experience working at different levels of the South African Government Structure.

5. TIMELINES

The consultancy is expected to be completed in **90 consulting days** spread between **01**

August 2023 and 31st October 2024.

6. CRITERIA FOR SELECTION:

The selection of the best offer will be based on the combined scoring method:

Stage 1: The proposals will be evaluated on functionality. An evaluation panel will allocate points in respect of functionality according to the criteria set out on the functionality table.

	Maximum scores
Technical proposal demonstrating a clear process and methodology for delivering high-quality product in line with the ToR. <ul style="list-style-type: none"> • 0 points = No Project Plan proposed • 15 points = Project Plan proposed however no clear deliverables or understanding of the SANAC Trust sector and its mandate. • 40 points = Detailed Project Plan and an indication of understanding of the project. 	40%
Demonstrated experience, by sharing examples of previous work with references, similar or related trainings. <ul style="list-style-type: none"> 1=<1 year 2= 1-2 years 3=3-4 years 4= 5 years 5= 6-10 years 	30%
Demonstrated understating, by sharing examples of previous work with references, of Human Rights work on HIV and AIDS, TB and STIS for key and vulnerable populations. <ul style="list-style-type: none"> 1=<1 year 2= 1-2 years 3=3-4 years 4= 5 years 5= 6-10 years 	30%

Stage 2: Bidders who obtained 70 on Functionality will be evaluated on Price & BEE using preference point system of 80/20 as per the below table:

Preference point system (80/20)	Weighting percentage (Must add up to 100 %)
Price	80% of 100 Points
BEE	20% of 100 Points
Total:	100%

i. Price Calculations

A maximum of 80/20 point system has been allocated to this bid on the following basis:

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

ii. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

7. ASSIGNMENT MANAGEMENT ARRANGEMENTS

The consultant will work under the overall guidance of the Human Rights and Community Systems Strengthening Technical Support Lead and The Human Rights Implementation Manager, and will be accountable to the Global Fund Implementation Manager

8. PROPOSAL FORMAT

A detailed proposal in response to this ToR is due on Monday 10th July 2023 at 14h00pm containing all the information required to evaluate the bid against the requirements stipulated in these terms of reference document. Proposals should include the following attachments:

- 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 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
- iii) **Annexure C:** Summary details and qualifications of proposed team
- iv) **Annexure D:** Financial plan must include 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. The consultant should also include budget notes to justify the cost items.
- v) **Annexure E:** CSD Summary report with a compliant status for businesses
- vi) Successful Bidders will be required to complete the SBD Documents

NB: Service providers to attach their Valid BEE Certificates, Tax Clearance Certificate, Certified ID Copies, Vat Registration Certificate where necessary, CIPC Registration documents. Failure to submit these will invalidate your proposal.