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BID/RFQ NUMBER:	
CLOSING DATE:	16 August 2024
CLOSING TIME	14h00PM
BID VALIDITY PERIOD:	15 Days
DESCRIPTION OF BID:	Terms of reference for an appointment of a service provider to support the development 9 provincial HIV and TB programme sustainability plans
RFP/ RFQ TO BE EMAILED TO THE FOLLOWING EMAIL ADDRESSES:	
<ul style="list-style-type: none">- Email address : Mbali@sanac.org.za (Procurement Queries)- Copied : Millicent@sanac.org.za (Technical Queries)	
Email submission is accepted for this request	

1. BACKGROUND

South Africa (SA), with a dual burden of HIV and TB, remains the epicenter of the HIV epidemic. SA had approximately 8.2 million people living with HIV (PLHIV) in 2022 and is one of the countries with the highest incidence of TB (615 per 100,000 population in 2019). There are an estimated 600,000 undiagnosed PLHIV in SA, and 60% of individuals diagnosed with TB are co-infected with HIV. Achieving HIV and TB epidemic control remains a priority for the SA government and relevant stakeholders. The South African National AIDS Council (SANAC) is mandated to develop, coordinate, manage, and monitor the implementation of the country's 5th National Strategic Plan (NSP) for HIV, TB, and STIs 2023-2028. The NSP provides the strategic framework for a multi-sectoral approach that is people- and communities- centered to overcome the HIV, TB, and STI epidemics. Goal 4 of the NSP prescribes for the development of the national and provincial sustainability plans. The NSP defines Sustainability planning as the ability to maintain or increase progress towards NSP goals despite a reduction in support from international development partners or other emergency domestic support, in line with UNAIDS assertion that long-term sustainability (preparing for post-2030 world) will require different strategies and delivery modalities than what is required to scale-up prevention and treatment services and enablers to reach the 2030 target of ending AIDS as a public health threat.

SA had developed the national Sustainability Framework (NSF) for 2021-2023. The NSF provides a structured approach for engaging with a broad range of sustainability topics, builds a common understanding and interpretation of sustainability issues and priorities, and provides a framework for a structured approach to sustainability diagnostic assessments and the developing responsive actions. The NSF also enables coherent monitoring and evaluation of Sustainability arrangements. The NSF has been recently updated to, amongst others, align with the NSP 2023-2028.

Currently the Sustainability planning process is embarking on a process to develop the provincial Sustainability plans (PSP) as part of an integral process of the development of the provincial Implementation Plans for the NSP (PIPs). The PSP development processes are envisaged to be led and driven by the provincial councils on AIDS (PCAs). SANAC is leading the processes at national level through a multisectoral technical working group (TWG) comprising the government departments, private sector, and the development partners.

A need has arisen for the appointment of a service provider / consultancy to provide technical assistance (TA) to the provinces to develop and monitor their PSPs that are aligned to the NSF.

2. SCOPE OF WORK

The successful service provider is expected to assist the provinces with development of their PSPs. Currently the PSP development has begun in three provinces (Gauteng, Western Cape and KwaZulu-Natal) and not in the remaining six provinces (North West, Limpopo, Mpumalanga, Free State, Northern Cape and the Eastern Cape). Hence the service provider(s) will develop six new plans and complete the three

outstanding plans that are already under development processes. The completed PSPs are should then form an appendix to the PIPs.

3. EXPECTED DELIVERABLES

The scope of work for the project includes supporting the Provincial Councils on AIDS (PCAs) to develop provincial level sustainability plans aligned to their PIPs and NS 2023-2028, through:

- 3.1. Conducting an inception meeting with SANAC to outline the process and methodology to be followed, timelines, capacity and consultation plans for the development of the PSPs.
- 3.2. Orientate provinces on the sustainability arrangements required from the provinces including the new approach to HIV response sustainability that requires investing in health care system transformations that will enable achieving the 2030 Goal, sustaining impact beyond 2030, and achieving broader SDG3 targets.
- 3.3. Carry out brief situational and financial landscape analysis to identify: the major risks for the sustainability of health programmes and services with the greatest dependence on external funding; and the specific measures to be taken to mitigate these risks in order to ensure the sustainability of the provincial HIV and TB programmes.
- 3.4. Perform in-depth programme-level sustainability assessments, to ultimately develop a multi-sectoral PSPs.
- 3.5. Convene meetings with the relevant PCAs and provincial stakeholders in developing the PSPs and its monitoring plans.
- 3.6. Assist the PCAs in selecting and maintaining TWGs and/ or Steering committees to oversee the PSP development and its final endorsement by the provincial stakeholders.
- 3.7. Conduct meetings with the provincial stakeholders and the SANAC TWG to unpack mitigation responses of the challenges highlighted in the sustainability plans.
- 3.8. Produce nine (9) PSPs with own monitoring and evaluation framework aligned to the NSF and NSP
- 3.9. Produce a PowerPoint presentation outlining the process followed, lessons learnt and contents of the PSPs.

4. QUALIFICATIONS AND EXPERIENCE

- 4.1. Expertise in Public Health, M&E, Strategic planning, Health Financing, Health Systems Strengthening, HIV and TB Programme management.
- 4.2. Consultancy member(s) must have qualifications in Health, Finance, Development studies, Economics, Social sciences or other relevant field.

5. OTHER COMPETENCIES

- 5.1. Extensive knowledge of the HIV and TB epidemics and Resilient and Sustainable Systems for Health (RSSH) in South Africa, including community responses

- 5.2. Extensive knowledge and experience of the funding landscape for HIV, TB and RSSH in SA, including knowledge of the contribution of various government departments and other funders including PEPFAR and the Global Fund
- 5.3. Evidence of conducting similar / related projects
- 5.4. Evidence of coordination of large stakeholders in the magnitude of government departments and major donor agencies
- 5.5. Evidence of sustainability / transition planning work would be an advantage.
- 5.6. At least five years' experience with the participatory strategic planning processes
- 5.7. Experience in leading or being a major contributor to the writing of HIV and TB strategic documents used by the SA government for planning.
- 5.8. Ability to work under pressure and meeting tight deadlines.
- 5.9. Strong communication and facilitation skills
- 5.10. Proficiency in Microsoft Office Packages
- 5.11. Proficiency in oral and written English

6. TIMELINES

September 2024- November 2024. **Total level of effort = 90 Days**

7. PROPOSAL FORMAT

- 7.1. A detailed proposal in response to this ToR is due on Friday 16 August 2024 by 15h00pm containing all the information required to evaluate the bid against the requirements stipulated in this terms of reference document Please send your proposals to Millicent@sanac.org.za and please copy Rogerio@sanac.org.za
- 7.2. The following should be attached to the proposal as annexures:
- 7.3. **Annexure A:** Indicative Project Plan that reflect how the project will be approached.
- 7.4. **Annexure B:** Summary of experience. The proposal should contain CVs of proposed team members which show the range of sustainability/similar assignments they have undertaken and the size of these assignments, at least two letters of reference or other means of verifying past experience.
- 7.5. **Annexure C:** Summary details of proposed team demonstrating capacity to conduct the exercise in all provinces.
- 7.6. **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 including travel costs as applicable with cost justification notes.
- 7.7. **Annexure E:** Valid B-BBEE Status Level Verification Certificate (Original or Certified Copy) bearing SANAS logo. QMEs/EMEs: Sworn affidavit.
- 7.8. **Annexure F:** SARS Tax Clearance Certificate

No joint ventures and consortiums are permissible for this assignment.

8. ASSIGNMENT MANAGEMENT ARRANGEMENTS

The service provider will work under the overall guidance of the SANAC Executive Manager for Operations and /or designate.

9. 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 based on the criteria stipulated in this ToR.

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