



TERMS OF REFERENCE (TOR) FOR COVID-19 VACCINATION CONSULTANCY SERVICES

1. BACKGROUND INFORMATION

Amref Health Africa is the largest indigenous health development non-governmental organization based in Africa. Working with and through African communities, health systems and governments, Amref Health Africa aims to close the gap that prevents people from accessing their basic right to health. Amref Health Africa is headquartered in Nairobi, and has programmes in Kenya, Uganda, Tanzania, Ethiopia, South Sudan, Southern Africa and West Africa. For more information visit our website www.amref.org.

Amref Health Africa received grant from Africa CDC to support MoH South Sudan in rolling-out routine and outreach COVID-19 vaccination service under Saving Lives and Livelihoods project. The project is being implemented in seven priority Counties of Jonglei State and these Counties include Ayod, Bor South, Fangak, Nyirol, Pibor, Pochalla, and Urur.

1.1. Project Description

Saving Lives and Livelihoods (SLL) Project is ground-breaking initiative between Africa CDC and MasterCard Foundation, with the goal of reaching 70% of population in Africa with the COVID-19 vaccine(s).

The project is particularly aimed at reaching eligible population (18 years and above) in the select seven Counties of Jonglei State with COVID-19 vaccine through routine and outreach services. This is a Ministry-led approach with support from Amref Health Africa focussing on three main pillars: (1) In-country logistics and procurement; (2) COVID-19 vaccination capacity and Technical Assistance; and (3) Risk Communication and Community Engagement (RCCE).

Within the SLL pillars, Amref Health Africa supports Pillar 2, which focuses on deployment of COVID-19 vaccine doses through Covid-19 vaccination centres (CVCs) and Technical Assistance (TA). SLL Pillar 2 supports three project thematic areas which include: (1) Strengthening/Increasing capacity of CVC through routine and enhanced outreach approach; (2) Training and deploying workforce; and (3) Strengthening systems and tools for management and monitoring of vaccine administration at CVCs.

2. PURPOSE AND OBJECTIVE OF THE CONSULTANCY

To ensure ownership and sustainability, the individual consultant will provide Data Quality Assessment (DQA) and Technical Assistance to the project team at State and county on COVID-19 vaccination services within South Sudan MoH framework.

2.1. Specific objectives of the consultancy:

SO-1: Assess implementation status and produce detail report

SO-2: Provide technical support to the Technical Assistants and CVC teams

3. DUTIES AND RESPONSIBILITIES

The consultant, if and when contracted, will be expected to (among other tasks):

- a) Deliver on the overall project implementation status in at least 3 of the 7 counties in Jonglei State, provide detailed report with recommendations to MoH - South Sudan through the office of the National EPI Manager – MoH, with a copy to Amref Health Africa.
- b) Assess CVC team capacity on COVID-19 vaccination service deliveries at static and during outreach sessions in line with MoH/WHO guidelines/frameworks.
- c) Undertake Data Quality Assurance (DQA) through data verification across all reporting tools i.e. tally sheets, register, ODK and deliver on COVID-19 reporting modules.
- d) Plan, organize and conduct on-site training of CVC teams and technical Assistants at the County levels based on identified gaps mainly in the thematic areas of COVID-19 vaccination, including IPC and data relation through DHIS2 and ODK platforms.
- e) Deliver on health facility-based microplanning jointly with CHD and Technical Assistants across Counties that have not yet undertaken microplanning exercise and guide the team on the module as per MoH framework.
- f) Provide any technical assistance in the field of COVID-19 vaccination to the CHD, CVC team and project team as per the gap findings.
- g) Conduct a debrief after completion of consultancy tasks with the project team both physically or virtually.
- h) Provide a copy of a detailed report.

The consultant is expected to work closely with Amref Health Africa team to ensure quality deliberation during his/her consultancy.

4. CONSULTANCY REQUIREMENTS

This is an individual Consultant who shall be able to demonstrate:

- i) Medical qualification (diploma or Degree), with advance expertise in Public Health and training on COVID-19 vaccination capacity.
- j) Experience in planning, organizing and delivering refresher trainings on COVID-19 vaccination capacity, and ODK reporting.

- k) Demonstrated collaboration with the Ministry of Health with regard to capacity building activities.
- l) Knowledge of South Sudan Health Management Information System including ODK use is a plus.
- m) Strong interpersonal skills and capacity to work with people at all levels and with different cultural backgrounds.
- n) Committed to work and meet the deadline as agreed in the consultancy contract.
- o) Proactive attitude, able to work with minimal supervision and to plan work around tight deadlines.
- p) Available to travel to locations in seven locations of Jonglei State.
- q) Excellent English communication and writing skills. Knowledge of Arabic and any other local language is an advantage.

4.1. Expected profile of the consultant

The consultant shall have a good understanding of the local context, culture and systems. He/She shall have previous training experience in the area of disease prevention and control with focus of COVID-19 vaccination.

The suitable candidate shall have the following skills:

1. Demonstrated track record for imparting knowledge using basic methods of adult learning
2. Experience in COVID-19 vaccination services
3. Demonstrated ability to provide timely and quality reports

5. SUGGESTED TIME FRAME

- Contracting signing no later than 30th May 2023
- Review and brief orientation meeting prior to field trip not later than 2th June 2023
- Field mission planning and booking arrangement not later than 5th June 2023
- Field visits and consultancy services at field levels not later than 30th July 2023
- Report compilation not later than 4th July 2023
- Project team debrief by 5th July 2023
- Final report submission and payment not later than 7th July 2023

5.1. Contract duration

The Consultancy service provision is expected to take a maximum of 25 working days. The final report documents are to be submitted within 5 days of completion of the final report and project team debrief.

6. PROPOSAL SUBMISSION

The consultant will submit a full proposal for providing COVID-19 Vaccination Consultancy with basic technical and financial component reflecting the following:

6.1. Technical

- Understanding and interpretation of the TOR

- Time and schedule of consultancy service delivery
- Curriculum vitae with at least two technical (professional) referees of lead/main applicant

6.2. Financial

Detailed cost proposal in United States Dollars for the consultancy work as follows:

- Professional fees for the consultancy services per number of working days above
- Other costs for the consultant (only) e.g. travel, accommodation, and meals

7. CONDITIONS OF THE AGREEMENT

1. The fees payable for satisfactory completion of the consultancy shall be agreed in advance of signing the terms of this consultancy. The fees can be paid in installments upon certification of satisfactory performance at each phase if agreed by both parties at the negotiation stage. Payment shall be by **Bank Transfers** only.
2. Where local currencies are involved, the rate of exchange shall be the rate applied by Amref Health Africa Finance Department on the day Amref Health Africa instructs payment.
3. The consultant is responsible for arranging their own expenses like health and other forms of insurance.
4. Taxation: The consultant is liable to meet his tax obligation as applicable.
5. Termination of the consultancy. This can be terminated by either party providing a two weeks' notice based on unsatisfactory performances.

7.1. Intellectual property right

The materials drafted and developed for this COVID-19 Vaccination Consultancy are Amref Health Africa's property under SLL project funded by Africa CDC and MasterCard Foundation. Under no circumstances shall the consultant use the information of this consultancy (recommendations, designs) for publication or dissemination without official permission (in writing) from Amref Health Africa in South Sudan.

8. SUBMISSION OF PROPOSAL

All EOIs must be sent by email to Tender.SS@Amref. on or before 20th June 2023.