REQUEST FOR PROPOSALS #03031

HEALTH ECONOMIST CONSULTANCY IN MOZAMBIQUE FOR HEALTH SYSTEMS STRENGTHENING

in support of
ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION (EGPAF)
Av. Kwame Nkrumah 417
Maputo, Mozambique

Firm Deadline: February – 13 – 2012, 5:00 PM Eastern Time

The Elizabeth Glaser Pediatric AIDS Foundation (EGPAF), a non-profit organization, is the world leader in the fight to eliminate pediatric AIDS. Our mission is to prevent pediatric HIV infection and to eliminate pediatric AIDS through research, advocacy, and prevention and treatment programs. EGPAF seeks to attain and sustain elimination of pediatric HIV through strengthened health systems and strong country ownership. For more information, please visit http://www.pedaids.org.

BACKGROUND:

EGPAF has been working in Mozambique since 2004 to support the Ministry of Health (MOH) on the prevention of mother-to-child transmission (PMTCT), integrated within accessible, quality Maternal and Child Health (MCH) services within a strengthened health system. Through funding from the Centers for Disease Control and Prevention (CDC), EGPAF and its local Mozambique affiliate (Fundação Ariel Glaser contra o SIDA Pediátrico) have expanded their activities to work in four provinces, supporting the Ministry of Health to implement PMTCT services at more than 290 sites and HIV Antiretroviral Therapy (ART) care and treatment services at 69 sites and to strengthen the health system which supports these services. The current funding through EGPAF's CDC Fortalecer project has the following objectives: 1) Increase access to and delivery of high quality, cost-effective HIV prevention, care, and treatment services; 2) Build capacity of the health system at all levels to provide client focused health services; 3) Strengthen data analysis and use to improve quality of service delivery and health management; and 4) Ensure sustainable HIV prevention, care, and treatment service delivery through MOH and local partners.

Building the clinical knowledge and skills for service delivery alone is not sufficient for effective and high quality HIV services provided by provinces, districts and facilities. Program management and administrative capacity are vital, yet in Mozambique these are also deficient. As part of the capacity building objectives, EGPAF is implementing the following organizational and management capacity activities:

- Direct cost-reimbursement and performance-based sub-grants to national, provincial and district health facilities to support HIV clinical and operational services
- Support of a working group with members from the MOH Departments of Planning, Administration and Finance and EUROSIS (a private sector organization development firm) to strengthen MOH Human Resources for Health (HRH) and Financial Management.

- Development of a comprehensive capacity assessment tool for provincial health authorities (DPS) to guide and monitor decentralized health capacity
- Conduct preliminary capacity assessment of actual planning and financial and administrative management capacities of the DPS based on data, procedures, common practices, and expectations of the MOH/DPS with regard to improving the quality of health services.

In 2008, EGPAF led the country in initially developing cost-reimbursement sub-grants and subsequently adding output-based subgrants with provincial and district health authorities, autonomous hospitals, and training centers and has provided over $11 million USD in five years to over 100 different provincial and district sub-grantees. Under this model of support, beneficiaries receive funding based on the verified quantity and quality of services offered as part of their overall performance improvement plan. Performance-based sub-grants give districts the needed resources and incentives to deliver quality patient-centered HIV services as well as achieve both program and quality of care targets. This includes recruitment of additional staff, training, formative supervision, and other capacity building activities including logistics, procurement of consumables and drugs, laboratory services, and community linkages and coordination.

PURPOSE/SCOPE OF WORK:

Provide full time health economist technical assistance to the Mozambique country program as agreed with the Country Director to:

- Collaborate with MOH and other stakeholders to develop financing, HRH and M&E systems and mechanisms to strengthen the HIV response in Mozambique
- Offer technical assistance (TA) to EGPAF and MOH to implement cost effectiveness and impact evaluations of the different areas of the HIV response in Mozambique
- Work with the Mozambique Ministry of Health, CDC and other key stakeholders on assessing the impact of performance based financing in Mozambique and other donor funded activities as agreed-upon.
- Provide on-going oversight and data analysis of PBF and control district performance to determine impact and improve performance of PBF program.
- Review PBF beneficiaries' business plans and fund expenditures to determine impact.
- Oversight for quantity and household PBF data verification procedures and review data.
- Work with Mozambique MOH on other health financing issues on priority issues related to improve efficiency and effectiveness of public financing of health service delivery, including HIV and MCH services.
- Provide technical oversight and work with EGPAF accounting staff to do cost-analysis of agreed-upon key EGPAF HIV activities, at national and at provincial levels.

Provide health economist TA to other EGPAF country programs as time and funding permit, including:

- Technical assistance to EGPAF country programs implementing performance-based financing, including assessing impact of PBF and recommendations to improve effectiveness of PBF.
- Technical assistance to EGPAF country programs on transitioning HIV services to district and national health systems.
- Technical assistance to country MOH's as requested and funded by country programs.
- TA to EGPAF country programs to reduce financial barriers to PMTCT, ART and MCH

services.

Provide Human Resources for Health TA to EGPAF, to MOH and to Provincial Health Authorities to include:

- National health workforce (HW) planning
- HW rural retention policies,
- HW pre-service training expansion plan,
- Strengthened HR management/procedures and information system
- Developing a legal framework to support HW incentives

CONSULTANT DELIVERABLES:

- By end of first quarter, recommendations to Health Systems Strengthening (HSS) team and to technical team on ways to strengthen HSS/technical program implementation from health financing perspective.
- Weekly meetings with HSS team to provide TA on HSS activities.
- Quarterly report and meeting with EGPAF technical and A&C team summarizing key PBF performance with recommendations for continual improvement of the PBF program.
- Quarterly report of health financing TA and coordination with Mozambique MOH.

CONSULTANT QUALIFICATIONS:

- PhD or equivalent terminal degree in health economics
- Availability to work full time in Mozambique
- Five or more years in health economics work in Africa or similar developing country context.
- USG or other donor/foreign assistance experience.
- Portuguese preferred; demonstration of ability to learn and work in a foreign language
- Working experience with implementation and/or evaluation of performance-based financing programs
- Ability to document/publish program experience in peer-reviewed journals

FOUNDATION RESPONSIBILITIES:

The Foundation will be responsible for providing the consultant with the following:

- Office space in the EGPAF Mozambique Country Office
- Laptop and related equipment
- Access to printer, copier, fax, scanner

The Foundation will also work with the consultant to assist with work permit and/or customs clearance should the need arise.

LOGISTICS:

The Foundation will consider both individual and company proposals, as long as the following requirements are met:
Consultant will be based in EGPAF Mozambique Country Office in Maputo, Mozambique at

least 60% of the time.

- Must be able to closely and regularly work with EGPAF Mozambique country program on an on-going basis.
- Consultant hours worked will not exceed 40 hours per week.

This is a 6-month renewable contract up to September, 2016 dependent upon the availability of funds and the needs of the program
Foundation will provide consultant with compensation for local, in-country travel in accordance with Foundation policy.

KEY CONTRACT TERMS:

All deliverables provided to the Foundation must be furnished for the use of the Foundation without royalty or any additional fees.

All Materials will be owned exclusively by the Foundation. Consultant will not use or allow the use of the Materials for any purpose other than Consultant's performance of the Contract without the prior written consent of the Foundation.

EVALUATION CRITERIA:

All proposals will be evaluated by the Foundation against the following criteria:

1. Past performance in providing technical assistance to HIV/service delivery programs on strengthening health systems.
2. Technical expertise in providing technical assistance to HIV/service delivery programs on strengthening health systems
3. Technical approach to the assignment
4. Cost reasonableness and competitiveness
5. Availability

INSTRUCTIONS FOR SUBMISSION OF PROPOSAL:

Each proposal must contain:

1. At least 3 professional references with phone and email contact information
2. Examples of prior program evaluations, health financing recommendations and/or literature reviews/systematic reviews demonstrating the consultant's experience with work of a similar scope. Writing samples to which the consultant contributed significantly or for which the author was the first/lead author are preferred.
3. CV/Resume of consultant(s)
4. Technical proposal describing your approach to the assignment and potential interventions. Not to exceed 5 pages in length.
5. Cost proposal. Please include your daily rate and budget for any additional relevant costs necessary for you to complete this assignment (i.e. if you are not based in Mozambique, please include any travel costs you would need to be covered.)
6. Estimated availability, including any dates you would not be available to work on the assignment between February and September, 2013.

PROPOSED TIMELINE:

DATE: 01/28/12 – Release of RFP

DATE: 01/28/12 – Submission of Inquiries directed to:

Contractual Inquiries: **Emelie Bailey, Associate Awards & Compliance Officer, ebailey@pedaids.org**

Technical Inquiries: **Nancy Fitch, Director of Health Systems Strengthening, nfitch@pedaids.org with a "cc" to Tiffany Myers, Senior Country Officer, tmyers@pedaids.org**

No phone calls please.

DATE: 13 February 2013 - Completed proposals must be delivered electronically by the deadline mentioned on page one to: **Emelie Bailey, Associate Awards & Compliance Officer, ebailey@pedaids.org** with a "cc" to **Nancy Fitch, Director of Health Systems Strengthening, nfitch@pedaids.org and Tiffany Myers, Senior Country Officer, tmyers@pedaids.org**

DATE: 4 March 2013: – Final decision announced and Offerors notified

DATE: 18 March 2013: – Contract executed and Services begin.

Please note it is our best intent to comply with the above timeline but unavoidable delays may occur. This contract is subject to donor approval which may result in delays beyond the control of the Foundation.

ADDITIONAL INFORMATION

All proposals and communications must be identified by the unique RFP# reflected on the first page of this document. Failure to comply with this requirement may result in non-consideration of your proposal.

Any proposal not addressing each of the foregoing items could be considered non-responsive.

Late proposals will be rejected without being considered.

This RFP is not an offer to enter into agreement with any party, but rather a request to receive proposals from persons interested in providing the services outlined below. Such proposals shall be considered and treated by the Foundation as offers to enter into an agreement. The Foundation reserves the right to reject all proposals, in whole or in part, and/or enter into negotiations with any party.

The Foundation shall not be obligated for the payment of any sums whatsoever to any recipient of this RFP until and unless a written contract between the parties is executed.

Equal Opportunity Notice. "The Elizabeth Glaser Pediatric AIDS Foundation is an Equal Employment Opportunity employer. As such, 41 CFR 60-1.4(a), 41 CFR 60-250.5 and/or 41 CFR 60-300.5, 41 CFR 60-741.5 as well as 29 CFR Part 471, Appendix A to Subpart A are herein incorporated by reference."

These numbers refer to clauses in Executive Order 11246 (41 CFR 60-1), VEVRAA (41 CFR 60-250 & 41 CFR 60-300), Section 503 of the Rehabilitation Act of 1973 (41 CFR

60-741) and Executive Order 13496 (29 CFR Part 471).

ETHICAL BEHAVIOR:

As a core value to help achieve our mission, the Foundation embraces a culture of honesty, integrity, and ethical business practices and expects its business partners to do the same. Specifically, our procurement processes are fair and open and allow all vendors/consultants equal opportunity to win our business. We will not tolerate fraud or corruption, including kickbacks, bribes, undisclosed familial or close personal relationships between vendors and Foundation employees, or other unethical practices. If you experience of suspect unethical behavior by a Foundation employee, please contact Doug Horner, Vice President, Awards, Compliance & International Operations, at dhorner@pedaids.org or the Foundation's Ethics Hotline at www.reportlineweb.com/PedAids/ Any vendor/consultant who attempts to engage, or engages, in corrupt practices with the Foundation will have their proposal disqualified and will not be solicited for future work.

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