



Elizabeth Glaser
Pediatric AIDS
Foundation

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REQUEST FOR PROPOSALS #REF: EGPAF/SRVCS/20/17

CONSULTANT TO ASSESS FAMILY HEALTH SERVICE PROVISION TO DETERMINE SHORT TERM OUT COMES AND PROMISING PRACTICES UNDER USAID RHITES SW PROJECT

In support of

ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION (EGPAF)
(P.O Box 21127, Kampala)

Firm Deadline: 11th August, 2017, 11:59pm East African Time

The Elizabeth Glaser Pediatric AIDS Foundation, 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. For more information, please visit <http://www.pedaids.org>.

BACKGROUND:

The goal of the EGPAF USAID Regional Health Integration to Enhance Services Project in South Western Uganda (USAID RHITES SW) is to increase utilization of health services through the following key result areas: increased availability of and accessibility to health services; improved quality of health services; increased availability of resources for public sector health services; improved organization and management of service delivery and increased adoption of healthy behaviors and positive child development practices by communities in focus areas and target population groups. The project is being implemented in 15 districts of South West Uganda, namely in Kisoro, Kabale, Rubanda, Kanungu, Rukungiri, Ntungamo, Bushenyi, Sheema, Mitooma, Buhweju, Rubirizi, Isingiro, Kiruhura, Ibanda and Mbarara districts. Ultimate project success will be based on improvements in key outcome indicators for HIV, malaria, maternal, neonatal and child health, including family planning and child development.

To improve access to quality health services, USAID RHITES-SW supports the implementation of a comprehensive, integrated investment in health, HIV/AIDS, and nutrition assistance. Strategic integration of services as a means of achieving greater efficiencies and effectiveness across all program areas is a cornerstone of USAID RHITES-SW. In addition, USAID RHITES-SW prioritizes support to interventions and service delivery approaches that address the needs of the country's significant youth population. The project implements an integration model that ensures that family health services are integrated in HIV/AIDS and vice versa to address the clients' needs comprehensively and holistically.

By responding to disease-specific burdens in respective regions and concentrating increased resources on specific interventions in focus districts, RHITES-SW is expected to provide a significant, measurable, and lasting impact on an estimated four million Ugandans spread



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across the 16 districts. Periodic performance reviews will guide efforts to validate implementation strategies and articulate necessary course corrections within the life of project. The Elizabeth Glaser Pediatric AIDS Foundation (EGPAF) through the USAID RHITES SW seeks services of a consultant to undertake the following scope of work.

PURPOSE/SCOPE OF WORK:

- Assess the short-term outcomes of the RHITES-SW project's strategy to implement a comprehensive & integrated investment in family health services that include HIV and TB prevention, care, and treatment interventions; malaria prevention and control; family planning services; newborn and child survival interventions. Specific impact will also be assessed at the household level.
- The outcomes will be defined based on the project intended deliverables/indicators for family health. These will be shared with the selected consultant.
- Describe and document promising practices & lessons learned from implementing a comprehensive & integrated family health strategy.

EXPECTED RESULTS:

1. Technical brief on the integration of family health services at the household level
2. An inventory of promising practices that will inform project strategies & guide the ongoing provision of technical support for integrated family health services

METHODOLOGY TO BE USED:

1. Conduct desk review of various project resource materials including project work plans, progress reports and available data within the national health information management system (DHIS2); LQAS data, UDHS etc.
2. Engage the project staff to comprehend the strategy for integration and provision of family health technical support.
3. Conduct visits to at least 8 districts to engage with the district leadership especially the District Health Teams, community development teams etc
4. Conduct site visits in the selected districts to engage with health workers to identify and document promising practices and any areas for improvement.
5. Engage service beneficiaries at the health facility and community as part of an assessment of the impact at the household level.

QUALIFICATIONS AND EXPERTISE REQUIRED

1. The consultant should possess an advanced degree in Public Health, Counselling or other health related qualification.
2. Sound knowledge of the most recent Uganda (Ministry of Health) Maternal, Neonatal and Child Health; reproductive health and nutrition policies and guidelines.
3. They should demonstrate past experience in conducting similar health service delivery systems reviews.
4. Good knowledge of the public health care system for Uganda especially at the decentralized level.
5. Experience in conducting similar exercises in past five years.



FOUNDATION RESPONSIBILITIES:

The Foundation will offer necessary support for any documentation required for successful completion of the assigned task

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 and will be considered confidential attorney-client work products, unless the material is required to be made accessible to the public. Contractor will not use or allow the use of the Materials for any purpose other than Contractor's performance of the Contract without the prior written consent of the Foundation.

EXPRESSION OF INTEREST

Interested and qualified team of **firms/ Individual consultants** are expected to submit proposals detailing the following:

- Summary of past performance with required references
- Technical proposal including proposed approach.
- Resumes of proposed staff
- Costs including the cost analysis (cost breakdown).

At the conclusion of the selection process, EGPAF and the firm that offers EGPAF the best value proposal may enter into negotiations in an attempt to conclude a contract for consultancy services.

KEY CONSULTANTS TERMS

All deliverables provided to EGPAF must be furnished for the use of the Foundation without royalty or any additional fees. All materials will be owned exclusively by the Foundation. Contractor will not use or allow the use of the materials for any purpose other than contractor's performance of the Contract without the prior written consent of EGPAF.

EVALUATION CRITERIA AND SUBMISSION REQUIREMENTS

All proposals will be evaluated against the following Evaluation Criteria. Each proposal must contain the items listed in the Submission Requirements column in the following chart. Please submit your Submission Requirements in the order that they appear below.



The Foundation will select the Contractor that provides the Best Value to the Foundation based on the below criteria.

Evaluation Criteria	Submission Requirements	Weight
1. Past performance of similar projects:	3 professional references from similar past projects, with description and relevancy to the tendered project, and phone and email contact information for each reference.	25%
2. Technical proposal including proposed approach.	Written technical application including but not limited to; proposed work schedule, expected outcome and duration of the assignment	45%
3. Quality of CVs of individuals handling the assignments	CVs/Resumes for individuals handling the assignments	15%
4. Price structure & break down	4. Total fixed price for the services	15%
Total		100%

Proposed Timeline:

Date	Activity
28 th July 2017	Release of RFP
2 nd August, 2017	Submission of Inquiries directed to: Anita Prossy Mbazira anakirya@pedaids.org copied to procurementuganda@pedaids.org
11 th August, 2017 at 11.59 pm East African Time	Any form of canvassing will lead to automatic disqualification of the firm Completed proposals must be delivered electronically by the deadline mentioned on page one to: procurementuganda@pedaids.org NOT EXCEEDING 2MB
31 st August 2017	Final decision announced and Offerors notified
8 th September, 2017	Contract executed and Services begin.

Please note: It is our best intent to comply with the above timeline but unavoidable delays may occur.

ADDITIONAL INFORMATION:



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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. Any exceptions to the requirements or terms of the RFP must be noted in the proposal. The Foundation reserves the right to consider any exceptions to the RFP to be 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, enter into negotiations with any party, and/or award multiple contracts.

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 and represents that all qualified bidders will receive consideration without regard to race, color, religion, sex, or national origin.

ETHICAL BEHAVIOUR:

EGPAF shall use its best endeavors to ensure that funds provided under this tender do not provide direct or indirect support or resources to organizations and individuals associated with terrorism, promote or advocate the legalization or practice of prostitution or sex trafficking and assistance to drug traffickers. If, during the course of this tender, EGPAF discovers any link whatsoever with any organization or individual associated with any or all of these, they shall be excluded or disqualified from the tendering process.

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 forging program outputs, kickbacks, bribes, undisclosed familial or close personal relationships between vendors and Foundation employees, or other unethical practices. If you experience or suspect unethical behavior by a Foundation employee, please contact our Fraud Investigations team at fraud@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.