

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title: Pre-assessment of the path to elimination of mother to child transmission of HIV, syphilis, and Hepatitis B	Funding Code: WBS: 100/004/005 Grant: SC240089	Type of engagement <input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Duty Station: Maputo office and MOH PNC ITS, HIV program
Purpose of Activity/Assignment: Conduct consultancy on pre-assessment of the path to elimination of mother to child transmission of HIV, syphilis, and Hepatitis B			
Scope of Work: <ul style="list-style-type: none"> • Desk review to identify gaps and assess country's situation. Consult will use existing policies, guidelines and mid-year reports. • Interviews with key stakeholders to fill in the templates as per WHO/UNICEF guidelines on path to elimination of mother to child transmission of HIV, Syphilis and Hepatitis B 			
Activities and Tasks: The consultancy will encompass the following key activities. <ul style="list-style-type: none"> • Desk review and interviews to identify significant changes to the health system pertaining particularly to EMTCT and provide additional information on relevant and specific areas reviewed, including: <ul style="list-style-type: none"> ○ Programme <ul style="list-style-type: none"> ▪ Any changes that have occurred related to <ul style="list-style-type: none"> • policies, plans and strategies. • guidelines • laws or regulations and their implementation • service delivery and access ○ Data / M&E systems <ul style="list-style-type: none"> ▪ Describe any changes in the functioning of the surveillance and monitoring systems since the last review. ▪ Complete 'Template A' data table. ○ Laboratory <ul style="list-style-type: none"> ▪ Summarize the types of tests used for HIV, syphilis, and HBV and the schedule for maternal testing at ANC (and postpartum, if relevant) and infant testing after delivery, if different from last report. ▪ Briefly describe the EQA programme and any additional in-country proficiency testing or lab quality assurance which is done, including for POC rapid testing. ▪ Complete 'Template B' with EQA results over the period of maintenance ○ Human rights, gender equality and community engagement <ul style="list-style-type: none"> ▪ Summarize and confirm continued compliance with all human rights and gender equality requirements, and describe any relevant changes to laws, policies or practice; <ul style="list-style-type: none"> • Describe meaningful engagement of civil society and communities of women living with HIV/HBV in EMTCT program implementation and preparation for maintenance of validation reviews and summarize relevant feedback. • Describe changes (facilitators and/or greater barriers) to access to health services for at-risk/vulnerable and other populations, particularly for migrant/refugee populations. 			
Potential risks to sustaining EMTCT <ul style="list-style-type: none"> • Describe potential and actual impact from natural disasters, pandemics/disease outbreaks (including COVID-19), civil conflicts or refugee/migrant influxes, or government policy or budget changes that may have affected the context of provision of services or achievement of targets. 			

- Describe any country responses to alleviate the effects of the potential or actual risks to MTCT service provision and EMTCT indicators.

Budget Year: 30.000 USD	Requesting Section/Issuing Office: Child health and nutrition section	Reasons why consultancy cannot be done by staff: <i>A full-time person is needed because it requires an expertise and experience that is not readily available in the office i.e. Experience in reviewing developing training packages and monitoring and evaluation frameworks including direct knowledge of local practices and customs.</i>
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Included in Annual/Rolling Workplan: Yes No, please justify:

<p>Consultant sourcing:</p> <p><input type="checkbox"/> National <input checked="" type="checkbox"/> International <input type="checkbox"/> Both</p> <p>Competitive Selection:</p> <p><input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Desk Review <input type="checkbox"/> Roster</p> <p>Single Source Selection <input type="checkbox"/> (Emergency - Director’s approval)</p>	<p>Request for:</p> <p><input checked="" type="checkbox"/> New SSA – Individual Contract</p> <p><input type="checkbox"/> Extension/ Amendment</p>
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If Extension, Justification for extension:

N/A

Supervisor: Helga Guambe Dos Anjos	Start Date: 20.07.2024	End Date: 20.10.2024	Number of working Days 90 days
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The consult should work in coordination with other relevant sectors apart from health, including their ministries.

Deliverables

- Inception report
- Templates from the EMTCT guidance completed.
- Final report with recommendations

Child Safeguarding

Is this project/assignment considered as “[Elevated Risk Role](#)” from a child safeguarding perspective?

YES NO If YES, check all that apply:

Direct contact role YES NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

Child data role YES NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

Work Assignments Overview	Deliverables/Outputs	Timeline	Estimate Budget
Desk review	Inception report	First 15 days	25%
Document	All annexes translated and filled in	1 month	45%
Final report in Portuguese	Final report with recommendation and way forward	within 2 weeks of feedback	30%

Estimated Consultancy fee			
Travel International (if applicable)			
Travel Local (please include travel plan)			
DSA (if applicable)			
Total estimated consultancy costs¹	30.000 USD		
Minimum Qualifications required: <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Enter Disciplines: Medicine or public health related discipline	Knowledge/Expertise/Skills required: <ul style="list-style-type: none"> - At least 5 years of relevant minimum work experience in public health, with demonstrated experience / expertise to develop training packages are strongly preferred. - Experience /knowledge of any African context or Mozambique health system and stakeholders is desirable - Specific knowledge, competencies, and skills required: Excellent communication skills both verbal and written - Excellent skills in developing and cultivating a network for learning - Language skills: To be able to communicate in Portuguese or Spanish. Fluent in written Portuguese is strongly preferred 		
Competitive Selection Criteria (for clarification see Guidance) A) Technical Evaluation (maximum 75 Points) - Education: Health Sciences and/or Masters Public health, related degree (20) - Work Experience: Experience adolescent health and HIV (30), Experience specific development training packages(20), Knowledge of African / Mozambique Health System, stakeholders (10) <i>Minimum Technical for pass to financial assessment is 60</i> B) Financial Proposal (maximum of 20 Points)			
Administrative details: Visa assistance required: <input type="checkbox"/> <input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based:	If office based, seating arrangement identified: <input type="checkbox"/> IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input type="checkbox"/>		
Request Authorised by Section Head Fanceni Balde <i>Fanceni Balde</i> 05-07-2024	Request Verified by HR: Kabwe Musonda <i>Kabwe Musonda</i> 05-07-2024		
Approval of Chief of Operations (if Operations): <hr/>	Approval of Deputy Representative (if Programme) Adriana Vogelaar <i>[Signature]</i> 05-07-2024		
Representative (in case of single sourcing/or if not listed in Annual Workplan) <hr/>			

¹ Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

In-country Travel. *Requesting section to choose one option. To be deleted when bidding for lumpsum cost.*

Approved travel within Mozambique will be covered/reimbursed by UNICEF as follows:

Option a. Air tickets to be purchased by the consultant from approved airlines and reimbursed by UNICEF; per diem at 75% of the applicable UN Mozambique DSA rate (for the whole night spent outside the place of assignment), on a reimbursable basis; taxi/transport costs to and from the airport, on a reimbursable basis supported by the submission of original invoice/bill/receipt. All reimbursables to be included in their respective invoices.

Text to be added to all TORs:

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.

UNICEF offers [reasonable accommodation](#) for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.
