

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title	Funding Code	Type of engagement	Duty Station:
Procurement and Supply Chain Systems Strengthening Consultant, Abuja	SC210684	Individual Consultant	Abuja

Purpose of Activity/Assignment:

Nigeria represents less than 2.5 percent of the world's population but accounts for 16.5 percent of global infant and 20 percent of maternal mortalities (WHO). Nigeria’s rates of maternal, infant and under-five mortality and morbidity are among the highest in the world, with poorer health indicators in the northern states. According to the 2018 NDHS, the MMR is estimated at 512 per 100,000 live births, the IMR and U5MR were 67 and 132 per 1,000 live births, respectively, although 2019 data using the inter-agency model found the U5MR to be 1171. Within the country, U5MR ranges from 187 per 1,000 live births in North-West Nigeria to 134 in North-East and 95 for North Central, compared to rates for South-East, South-South and South-West of 75, 73, and 62 respectively. About 858,000 children under the age of five die each year in Nigeria, second only to India. Some 270,000 of these deaths are estimated to occur in the newborn period, which is the second highest globally and about 11 per cent of the total global burden of neonatal mortality.

Immunization coverage in Nigeria has increased steadily, with 57 per cent of children between 12 and 23 months old receiving three doses of pentavalent vaccine in 2021 (NDHS). Although Nigeria attained the status of wild-polio-free in 2020, the country faces a circulating vaccine-derived poliovirus type 2 outbreak, as well as several other recurrent outbreaks, such as measles and yellow fever, all of which are preventable by high immunization coverage.

Nigeria has embarked on an ambitious reform of the health sector, focused on achieving Universal Health Coverage (UHC) and strengthening Primary Health Care (PHC) under a sector-wide approach (SWAp). The Nigeria Health Sector Renewal Investment Initiative (NHSRII) is premised on four main thrusts: effective governance; efficient, equitable and quality health system; unlocking value chain; and health security. Critical to the NHSRII is the infrastructural renovation and upgrade of targeted 17,000 primary health care facilities in Nigeria, – including solarization and Water Sanitation and Hygiene facilities, and the strengthening of health commodity value and value chains.

The health section of UNICEF Nigeria is prioritizing these efforts by providing technical assistance on Primary Health Care (PHC) and Health System Strengthening (HSS), implementing catalytic flagship programs, such as the PHC Leadership Challenge and PHC Memoranda of Understanding (MoUs) in 14 states, intending to strengthen PHC in key states based on evidence and good practices; Maternal Newborn, Child, and Adolescent Health (MNCAH); and Immunization program that prioritizes equity – addressing Zero Dose children and public health emergencies.

UNICEF provides technical and management support to the implementation of the Primary Health Care MoU Health Systems Strengthening initiative, a three-year (2022 - 2024) partnership program between GAVI and, Federal Ministry of Health, eight States (Bayelsa, Gombe, Jigawa, Katsina,

¹ http://www.childmortality.org/index.php?r=site/graph#ID=NGA_Nigeria

Kebbi, Niger, Taraba and Zamfara) and UNICEF. Supply chain management is a key element of this initiative.

Scope of Work:

The objective of this consultancy is to:

1. Inception report highlighting status of UNICEF program's and UNICEF assisted supply chain interventions to governments of Nigeria and methodology to develop a tracker to monitor the status of various procurements in the health section.
2. Develop a tracker to monitor the status of ongoing procurements and their disbursement in the health section (for Abuja and States)
3. Work with the programme and supply section to ensure timely procurement of essential life-saving health supplies and services and track their shipment in country including last mile reach and use with a focus on the humanitarian supplies. And support the design and development of the Nigeria Government's health value chain optimization initiative.
4. Weekly procurement and supply updates based on the procurement plan.
5. A final end of contract report on the health section PSM

The consultancy while building on ongoing procurement and supply chain systems strengthening work supported by UNICEF will provide additional information and analysis to strengthen PSM in Nigeria.

MAJOR RESPONSIBILITIES

The officer will carry out the following activities related to the child survival and wellbeing program within the overarching health systems strengthening component of the health and HIV portfolio in Nigeria:

- a. Support central level and central to State and below supply logistics for the entire health section programme including supply monitoring of all commodities associated with the health and HIV portfolio linked with the Government's primary health care supply system strategy.
- b. Support health section in planning, procurement, prepositioning, deployment, and redistributions of commodities for health and emergency response.
- c. Work with the programme and supply section to ensure timely procurement of essential life-saving health supplies and services and track their shipment in country including last mile reach and use with a focus on the humanitarian supplies.
- d. Support the implementation of the primary health care supply systems strengthening policy working closely with the different departments in the Government and the health and supply teams internally. Specifically support the design and development of the Nigeria Government's health value chain optimization initiative.
- e. Prepare, disseminate and regularly on a weekly basis update procurement and supply distribution plan for the section and maintain a database of the supplies and commodities delivered for the section and monitoring the supply pipeline including alerts for action.
- f. Support the needs assessment, review, quantification and procurement and documentation of use of Nigeria Kit 2017, IEHK 2011 and other urgently needed essential medicines for Emergency Response operations and outbreak responses including with campaigns.
- g. Follow-up on state to LGA, to ward, to health facility to community distribution of supplies by making regular monitoring visits and creating a feedback mechanism to share lessons learnt and best practices across States.

- h. Work with the program and Government to quantify commodities and supplies for prepositioning to mitigate OBR of Cholera, Lassa fever, CSM, Yellow Fever etc.
- i. Share weekly update of the analysis of the Inventory and dispatches dashboard to reflect the commodities delivered in-country either directly to partners or PPO in UNICEF Warehouses.
- j. Any other role that may be assigned by the Health Systems' Strengthening Manager.

Child Safeguarding

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

YES X NO If YES, check all that apply:

Direct contact role YES X 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 X 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](#)

Budget Year: 2024	Requesting Section/Issuing Office: Abuja	Reasons why consultancy cannot be done by staff: <i>Because of short project lifespan and tight timelines, activities are best fast-tracked by a Consultant</i>
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:		
Consultant sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/> International Both Competitive Selection: <input type="checkbox"/> Advertisement <input type="checkbox"/> <input checked="" type="checkbox"/> Roster Single Source Selection <input type="checkbox"/> (Emergency - Director's approval)		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment
If Extension, Justification for extension:		
Supervisor:	Start Date: 15 July 2024	End Date: 3 December 2024

Work Assignments Overview	Deliverables/Outputs	Delivery deadline	% Of payment
Inception report highlighting status of UNICEF program's and UNICEF assisted supply chain interventions to governments of Nigeria	Inception report rendered	25th July 2024	10%
<ul style="list-style-type: none"> Develop a tracker to monitor the status of ongoing procurements and their disbursement in the health section (for Abuja and States) Develop a procurement plan until end of the year and tracker to monitor the status of ongoing procurements and their disbursement in the health section (for Abuja and States) 	Monitoring tracker in place	15 August 2024	10%
	Procurement plan developed		10%
Work with the programme and supply section to ensure timely procurement of essential life-saving health supplies and services and track their shipment in country including last mile reach and use with a focus on the humanitarian supplies.	Health value chain of the Health Sector Renewal Blueprint developed	31 st August 2024	15%

Support the design and development of the Nigeria Government's health value chain optimization			
Prepare weekly procurement and supply updates based on the procurement plan	Supply updates rendered weekly	30 September 2024	15%
Prepare weekly procurement and supply updates based on the procurement plan		31 st October 2024	15%
Prepare weekly procurement and supply updates based on the procurement plan	Supply updates rendered weekly	30 th November 2024	15%
Prepare weekly procurement and supply updates based on the procurement plan	Final report delivered	31 st December 2024	10%
Final end of contract report on the health section PSM			
			100%

Estimated Consultancy fee			
Travel International (if applicable)			
Travel Local (please include travel plan)	The consultant will make field trips based on the supervisor's approval.		
DSA (if applicable)			
<p>Minimum Qualifications required*:</p> <p><input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Masters in Logistics Management, Supply Chain Management, Product Inventory Management, Business Administration, and related disciplines. At least 4 years of professional experience in supply/logistics and institutional contracts management at the national and state levels including expertise in procurement and supply management systems</p> <p><i>*Minimum requirements to consider candidates for competitive process</i></p>	<p>Knowledge/Expertise/Skills required *:</p> <ul style="list-style-type: none"> Demonstrated experience in working on procurement and Supply Chain systems strengthening programs in Nigeria. Knowledge of PHC and community health systems. Ability to understand and analyse program data. Demonstrated ability to work in a multi-cultural environment and establish harmonious and effective working relationships, both within and outside the organization. Fluency in oral and written English is required. Knowledge of another UN working language an asset. Knowledge of local working language of the duty station an asset. Knowledge of and ability to conduct social research interventions. <p><i>*Listed requirements will be used for technical evaluation in the competitive process</i></p>		
<p>Administrative details:</p> <p>Visa assistance required: <input type="checkbox"/></p> <p>Home Based <input checked="" type="checkbox"/> Office Based:</p>	<p>If office-based, seating arrangement is identified: <input checked="" type="checkbox"/></p> <p>IT and Communication equipment required: <input checked="" type="checkbox"/></p> <p>Internet access required: X</p>		

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

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.