



REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

(CONSULTING SERVICES– INDIVIDUAL CONSULTANT)

Project Name: AFRICA CDC COVID-19 RESPONSE SUPPORTED BY AFRICAN DEVELOPMENT BANK

Project ID: P-Z1-IBE-023
Grant Number: 5900155016362

ASSIGNMENT TITLE: Monitoring and Evaluation Consultant

Date: 5 June 2023

PROCUREMENT REFERENCE No.: AUC/DMA/C/48

The African Union Commission has received financing from the African Development Bank (AfDB) to support Africa CDC on COVID-19 response and intends to apply part of the agreed grant amount for consulting services.

This EOI is prepared to engage an Individual Consultant for a consultancy Services of a Monitoring and Evaluation expert under the auspices of the African Development Bank (AfDB) support to the Africa CDC COVID-19 response.

1. Background

Africa Centres for Disease Control and Prevention (Africa CDC) is a specialized technical institution of the African Union that strengthens the capacity and capability of Africa's public health institutions as well as partnerships to detect and respond quickly and effectively to disease threats and outbreaks, based on data-driven interventions and programmes. Officially launched in January 2017 and guided by principles of leadership, credibility, ownership, delegated authority, timely dissemination of information, transparency, accountability and value addition,



Africa CDC works with all African countries to strengthen the capabilities of their public health institutions for disease surveillance, emergency response and prevention, including the capacity to detect and respond quickly and effectively to disease outbreaks and other health burdens. It also serves as a platform for Member States to share and exchange knowledge and lessons from public health interventions.

A grant agreement was signed between the African Union and the African Development Fund to support the African Union Commission, through the Africa CDC to strengthen capacities to prevent and contain COVID-19 in regional member countries. The Project will support the latter's COVID-19 Pandemic Preparedness and Response Plan activities including: (i) building and strengthening systems for disease detection and epidemiological intelligence at Africa CDC and in the countries; (ii) expanding laboratory capacity for COVID-19 detection; (iii) strengthening National Public Health Institutes (NPHIs); (iv) supporting national emergency response; (v) improving institutional infection prevention and control capacity; and (vi) strengthening Africa CDC's ability to provide guidance, technical advice and oversight to continent-wide response. The project involves several procurement activities whose timely implementation is key to the success of the project.

2. Objectives

The overall objective of the consultancy service is to monitor and ensure high quality and timely inputs, to design, coordinate and implement the monitoring and evaluation framework of the Project, and provide technical assistance in relation to monitoring, reporting and governance issues at Africa CDC.

3. Major duties and responsibilities

The M&E Officer will be responsible for guiding the monitoring and evaluation strategy and supporting the follow-through of the results framework. S/he will provide support to the implementation of the overall M&E-related activities within the project and avail timely and relevant information to the project stakeholders.

The M&E consultant will work under the guidance and supervision of the Project Coordinator and will work with Project Implementation Team.

The consultant serves as the focal point for monitoring and evaluation of Africa CDC program financed by the AfDB. The consultant will be expected to perform the following duties and

responsibilities:

- Support the development and implementation of the Covid-19 Response Project monitoring and evaluation framework.
- Support in collecting and reporting on the respective indicators and progress against the designed work plans and Covid-19 Response project appraisal report logical framework. Monitor all project activities, expenditures, and progress toward achieving the project output.
- Recommend further improvement of the logical framework and develop monitoring and impact indicators for the project success.
- Monitor and evaluate overall progress on the achievement of results.
- Work with Covid-19 Response Project staff to ensure quality data collection and contribute to the analysis of the collected data to build credible evidence.
- Monitor the sustainability of the project's results.
- Provide feedback to the Project Manager on project strategies and activities.
- Prepare and maintain up-to-date Africa CDC and PACT Reports.
- Support the Project Manager and PMU in drafting quarterly project progress reports and other reports as required.
- Support planning and implementation of monitoring and evaluation activities of Africa CDC.
- Support the coordination of data collection (tracking), including scheduling and undertaking field visits.
- Measure the impact of COVID-19 response activities carried out by the AUC, Africa CDC, and partners to improve interventions; and ensure an increase in the testing, tracing, and treatment capabilities of Member States.
- Support all aspects of Africa CDC (internal and external) monitoring and evaluation activities.
- Provide monitoring and evaluation findings and recommendations to support planning, preparedness, risk management, and mitigation activities.
- Follow-up on monitoring and evaluation lessons learned to ensure that adjustments/corrections are integrated into the activity cycles.
- Work with the partners to inform and ensure the proper M&E activities are incorporated into the project activities in line with Africa CDC M&E framework and values.
- Act in any assigned emergency response capacity as required to assist in the delivery of the Africa CDC mandate as appropriate.



- Perform tasks required for the project implementation such as MS readiness assessments and training by Africa CDC staff.
- Perform any other duties as assigned by the supervisor.

Deliverables

- a) Quarterly monitoring and evaluation progress report by providing inputs, information, and statistics.
- b) Preparation and consolidation of project reports, across all the levels of the project implementation including mission reports.

4. Required qualifications and experience

Education Qualification

- a) University Master's Degree in statistics, demographics, public policy, public health, international development, economics, or related field with at least 3 years' experience or
- b) University Bachelor's Degree in statistics, demographics, public policy, public health, international development, economics, or related field with at least 3 years' experience.

Experience

- Minimum of three (3) years of professional experience in an M&E position responsible for implementing M&E activities of international development projects.
- Experience developing and refining data collection tools and analyzing data.
- Experience in designing, implementing, and operating project M&E systems from project initiation to closeout stages.
- Experience in strategic planning and performance measurement, including indicator selection, target setting, reporting, database management, and developing M&E and performance monitoring plans.
- Knowledge of the major evaluation and analysis methodologies and data collection techniques.
- Experience in developing and refining data collection tools.
- Experience with data quality assessments and oversight.

5. Language requirements

Excellent oral and written communication skills in at least one AU working language English;



communication skills in additional AU working languages will be an added advantage.

6. Duty station

The consultant will be based in Addis Ababa, Ethiopia at the Headquarters of the African Union Commission – Africa CDC.

7. Duration of the assignment

The duration of the assignment will start from the contract signature date to the end of the Project (currently planned on September 2024) and may be renewable beyond the initial period, subject to extension of the project duration, satisfactory performance and the need as of business continuity.

8. Remuneration

Remuneration is payable on a monthly basis, based on qualifications and experience and the applicable AU rates for the level of the consultancy. Fees payable do not include costs associated with project related travels, coordination/organization of project related activities and events, stakeholder dialogues, consultations, and workshops. These costs will be met by Africa CDC.

9. Institutional and organizational arrangements

The following shall be made available by the AUC and Africa CDC

- Office accommodation.
- Computer, Photocopying, stationery.
- Facilitation of Visa; and
- Internet Access.

10. Evaluation and qualification criteria

- General experience - 10 Points
- Specific Experience relevant to the assignment – 50 Points
- Qualifications – 30 Points
- Language – 10 Points



The African Union Commission now invites eligible Individual Consultants (“Consultants”) to submit their CVs in providing the Services and required documents as per the evaluation and qualification criteria. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank’s [Procurement Framework dated October 2015](#), which is available on the Bank’s website at <http://www.afdb.org>.

Further information can be obtained at the address below during office hours 8:00-13:00hrs and 14:00-17:00 hours, Addis Ababa Time.

CVs must be delivered in a written form following the above criteria to the emails below before 15:00 Hours Addis Ababa Time on **20 June 2023**.

**Africa Centers for Diseases Control and Prevention,
Attn: Head of Management and Administration**

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Addis Ababa, Ethiopia**

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