

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES– INDIVIDUAL CONSULTANT)

ASSIGNMENT TITLE: CONSULTANCY SERVICES – DEVELOPMENT OF AFRICA CDC EMERGENCY RESPONSE FRAMEWORK

Date: June 29th 2023

PROCUREMENT REFERENCE No.: ACDC/EPR/C/22

1. BACKGROUND

The Africa Centres for Disease Control and Prevention (Africa CDC) is a specialized technical institution of the African Union that support Member States in their efforts to strengthen their health systems. Africa CDC was officially launched in Addis Ababa, Ethiopia, on January 31, 2017 as the Africa's first continent-wide public health agency and envisions a safer, healthier, integrated and stronger Africa, where Member States are capable of effectively responding to outbreaks of infectious diseases and other public health threats. The agency mission is to Strengthen Africa's public health institutions' capacities, capabilities, and partnerships to prevent, detect and respond quickly and effectively to disease threats based on science, evidence-based policy, and data-driven interventions and programs. Towards meeting its mission, the Africa CDC works with African Union Member States, World Health Organization (WHO) and partners in the five geographic sub-regions of Africa to strengthen capacities in six strategic priority areas:

- 1) Surveillance and Disease Intelligence;
- 2) Information Systems;
- 3) Emergency Preparedness and Response;
- 4) Laboratory Systems and Networks;
- 5) National Public Health Institutes and Research;
- 6) Disease Control and Prevention.

In the context of streamlining and strengthening Africa CDC work on health emergency response and the alignment of the global architecture for health emergency prevention, preparedness, response and resilience, a fit for purpose Emergency Response Framework (ERF) is critical to describe roles and responsibilities of Africa CDC during public health emergencies. The Africa CDC ERF will provide overarching strategic direction and modes of operations during public health emergency to support timely and accountable emergency response.

2. OBJECTIVE OF THE CONSULTANCY

To develop Africa CDC Emergency Response Framework (ERF) which will provide overarching strategic direction, principles, and modes of operations during public health emergency to support timely and accountable emergency response.

Specific objectives:

- a) Develop the Africa CDC Emergency Response Framework and its related standard Operating procedures that will provide strategic directions and modes of operations during public health emergencies.
- b) Align and integrate existing African Union and Africa CDC health emergency policies, frameworks and procedures for effective management of public health emergencies.
- c) Develop a report, manuscript and power point presentation of the developed Africa CDC Emergency Response Framework.

3. SCOPE OF WORK

Under the guidance of the Head of the Division of Emergency Preparedness and Response, the incumbent will assume the following core responsibilities and achieve the stated tasks:

- a) Review existing Africa CDC Emergency Response Standard Operating Procedures, tools and technical guidance, strategic plans and legal instruments to understand the mandate and how Africa CDC works and operate.
- b) Hold consultative meetings to gather technical inputs from subject matter experts from divisions within Africa CDC and partners.
- c) Develop an Emergency Response Framework that will comprehensively elaborate among other things:
 - i. The principles, policies, processes, procedures, elements, legal entrustments, governing structures that will guide public health emergency response;
 - ii. Alignment of different existing global and continental health emergency frameworks and SOPs currently available for effective management of public health emergencies;
 - iii. Roles and responsibilities of various entities within Africa CDC
 - iv. Coordination structures and collaboration mechanisms to use before and during public health emergencies;
 - v. Involvement of multiple stakeholders including community before and during public health emergencies;
 - vi. Synergies of efforts among partners; and
 - vii. Systematic assessment of risks, capacities and capabilities of affected Member States during public health emergencies.

- d) Review guidelines, standards of practice, protocols and other tools to improve emergency response at Africa CDC and Member States.
- e) Provide technical support for information sharing and training activities during regional meetings, and other onsite trainings and workshops.
- f) Coordinate validation of the Africa CDC Emergency Response Framework by partners and Member States.
- g) Ensure the framework fosters cooperation and involvement of multiple sectors and its implementation is under one health and whole-of-the society approach.
- h) Generate a report, power point presentation and manuscript on how this Africa CDC Emergency Response Framework was developed to document lessons learned and share to African Union Member States, which may serve as a guide/template to adapt or adopt in the development of their national emergency response framework.
- i) Performs any other relevant functions as assigned by the Supervisor.

4. DELIVERABLES

The above tasks are summarized into four deliverables shown below:

- 1. A detailed work plan of the work.
- 2. A validated Africa CDC Emergency Response Framework.
- 3. Standard Operating Procedures for the implementation of ERF.
- 4. A published article of the Africa CDC Emergency Response Framework.

5. DURATION OF CONSULTANCY

The consultancy service duration is Six (6) months. The consultancy service's accomplishment will be the successful completion and submission of the validated Emergency Response Framework, reports and manuscript to the Head of Division of the Emergency Preparedness and Response at Africa CDC.

6. APPLICATION SPECIFICATIONS

Interested consultants should include in their application the following:

- a) Curriculum vitae of the Consultant stating his/her relevant experience and capacity to undertake the work.
- b) Proof of experience in Public Health Emergency Management and health systems strengthening. Additional experience in public Health, epidemiology, disaster management will be an asset.
- c) Demonstrable experience working with African countries, NPHI (National Public Health Institutes) and other public health partners such as the WAHO, RECs, WHO.
- d) Proven experience related to the assignment (Samples of two most recent similar works and/or references for the same).
- e) Names of at least two organizations previously worked for and their contact persons.

7. DUTY STATION

The consultant will be deployed to Africa CDC HQ in Addis Ababa, Ethiopia.

8. QUALIFICATION AND EXPERIENCE OF THE CONSULTANT

- University Bachelor's degree in public health, medicine, epidemiology, health science, health system strengthening or related health discipline; and at least 12 years of experience in public health.
- An advanced degree in public health, epidemiology, disaster management, health science, health system strengthening or related health discipline is an asset; and at least 9 years of experience.

Required Experience:

Preference will be given to candidates possessing:

- Technical skills and experience in supporting public health emergency management including disaster risk assessment and management;
- Demonstrable experience and knowledge of global, continental and national emergency response frameworks;
- Strong technical and scientific writing skills, in addition to narrative and technical reporting skills;
- Familiarity with administrative and management practice and processes typically employed by public health and other public sector programs, particularly in the context of emergency response;
- Demonstrable experience and in-depth knowledge of operations of the Africa CDC, Regional Collaborating Centers National Public Health Institutes;
- Knowledge of public health issues in Africa and previous experience working in Africa;
- Knowledge of oral communication techniques and skill in presentation delivery, program consultation and credible verbal response to inquiries;
- Skills in translating technical information into presentations, briefings and reports and funding proposals for both technical and lay audiences;
- Understanding of the African Union way of working and managing associated relationships with Member State entities and partners.

9. CONSULTANCY FEE

Remuneration is on monthly basis and it is negotiable based on qualifications and experience and the applicable AU rates for the level of this consultancy.

This cost includes all consultant's fee and profit. Fees payable do not include costs associated with work related travels, coordination/organization of work-related activities and events, stakeholder dialogues, consultations and workshops. These costs will be met by the AU.

10. FACILITIES AND SUPPORT BY AUC

The following shall be made available by the Africa CDC:

- Office accommodation;
- Stationary;
- Facilitation of Visa and
- Internet Access

11. REQUIRED DOCUMENTATIONS

Interested Consultants are required to submit the following.

- a) Statement about understanding of the assignment and why the desire to work with Africa CDC.
- b) A detailed and updated curriculum vitae (CV), indicating nationality, age and gender.
- c) Two (2) referees with good knowledge of the candidate's past assignment, furnishing full contact details, telephone, fax and e-mail addresses.

12. EVALUATION AND QUALIFICATION CRITERIA

1. Education qualification - 10 Points
2. Specific Experience relevant to the assignment – 50 Points
3. Knowledge and technical skills required for this assignment – 30 Points
4. Language – 10 Points

The African Union Commission now invites eligible **Individual Consultants** to indicate their interest in providing the Services. Interested candidate must provide information demonstrating that he/she has the required qualifications and relevant experience to perform the Services.

The Consultant will be selected in accordance with the Individual Selection method set out in the AU Procurement Manual V.2.0.

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.

Interested consultants must respond to the call by sending their comprehensive CVs in a written form following **the above criteria** to the emails below before 15:00 Hours Addis Ababa Time on 12th July 2023

Africa Centres for Diseases Control and Prevention,

Attn: Head of Management and Administration

P.O. Box 3243, Roosevelt Street

Addis Ababa, Ethiopia

Tel: +251 (0) 11 551 7700 – Ext 4305

Fax: +251 (0) 11 551 0442; +251 11-551-0430

E-mails: africacdctender@africa-union.org and Abuj@africa-union.org