

(CONSULTING SERVICES– INDIVIDUAL CONSULTANTS)

AFRICA CENTRES FOR DISEASE CONTROL SUPPORT PROGRAM TO COMBAT CURRENT AND FUTURE PUBLIC HEALTH THREATS PROJECT (P178633) – IDA-E1110

Consultancy Service to support development of the framework for decision of the declaration of the public health emergency of continental security (PHECS)

Reference number: ET-AUC-442629-CS-INDV

The African Union has received financing from the World Bank for the " Africa Centres for Disease Control Support Program to Combat Current and Future Public Health Threats Project".

Development Objective of the Project: Enhance the capacity of Africa Centres for Disease Control and Prevention (Africa CDC) to support AU Member States (MS) in preventing, detecting, and responding to current and future public health threats.

1. Background

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

Officially launched in Addis Ababa, Ethiopia, in 2017 as a specialized technical institution of the African Union, the Africa Centres for Disease Control and Prevention (Africa CDC) is Africa's first continent-wide public health agency. Africa CDC envisions a safer, healthier, integrated, and stronger Africa, where the Member States can effectively respond to outbreaks of infectious diseases and other public health threats. The agency's mission is to strengthen the capabilities of Africa's public health institutions and systems to detect and respond quickly and effectively to disease outbreaks and other health burdens through an integrated network of continent-wide surveillance, laboratory, disease control and prevention, preparedness and response, and research programs. To achieve its mission, the Africa CDC works in all geographic regions of the African continent and has instituted technical divisions to focus on five priority areas, namely Surveillance and -Disease Intelligence, Laboratory Systems and Networks, Disease Control and Prevention, Preparedness and Response, and Public Health Institutes and research.

To rejuvenate and catalyze the implementation of the Africa CDC mandate in the African Union Member States, the [International Health Regulations \(IHR 2005\), 3rd Edition](#), the [Africa Health Strategy 2016-2030](#), and to achieve the [AU Agenda 2063: The Africa We Want](#), the Africa CDC

launched a new public health order calling for all Member States and partners to support strengthening national public health institutes, workforce development, increasing domestic financing, expanding local manufacturing and forging respectful partnerships.

For a long time, public health emergencies have been declared at two levels: the global mechanism coordinated by WHO and the national mechanism coordinated by national authorities. Past experiences have shown that it takes considerable time for regional outbreaks, particularly those endemic in Africa, to rank as sufficiently severe to warrant a global health alert, consequently leading to unwarranted morbidity and mortality, which could be avoided with more immediate action. To effectively respond to emergencies of continental security, the Africa CDC requires a mechanism to activate its emergency response coordination to recruit response teams, procure, deploy, and manufacture medical products, including vaccines, therapeutics, diagnostics, and other lifesaving commodities. In light of this, the African Union heads of state revised the Africa CDC statute in 2022 to expand its mandate to include the power and authority to declare regional or continental security public health emergencies.

The Africa CDC Director General has for the first time declared Mpox the first Public Health of Continental Security (PHECS) in the continent in response to the current Mpox crisis, which has resulted in an exponential increase in cases and spread to non-endemic African countries. This declaration was made using clear and pre-defined procedures that involve the consultation of multiple stakeholders and experts. Nevertheless, it is imperative to further improve the decision-making framework to ensure that the PHECS declaration system is in compliance with the standards for disease notification and interoperates with both global and national declaration mechanisms.

These Terms of Reference outline the core activities and deliverables of this consultancy to support the development of the PHECS framework.

2. Objective of the assignment

The overall objective of this call for consultancy is to support the development of a framework for the decision of the declaration of the PHECS.

2.1 Specific objectives:

1. To develop a framework decision and related standard operating procedures for declaring the public health emergencies of regional and continental security.
2. To streamline and align the regional procedures with the national and global mechanisms to declare public health emergencies.
3. To develop reports and communication materials for the framework decision for the declaration of the PHECS.

3. Scope of work and methodology

The consultant will perform the following tasks:

1. Review the African Union's existing guidelines, procedures, statutes and mandates.
2. Review the Africa CDC's existing policies, guidelines, procedures and tools for prevention, preparedness, response and recovery to public health emergencies.
3. Review the World Health Organizations (WHO's) mechanisms and structures for the declaration of Public Health Emergency of International Concern (PHEIC).
4. Review the European Commission's policies and procedures for declaring a public health emergency at Union level, as well as the experience acquired in making those declarations.
5. Prepare a comprehensive consultation roadmap and hold consultative workshops with MS, partners and other relevant stakeholders to gather technical inputs and insights on the pros and cons of different governance arrangements.
6. In consultations with the MS, WHO, partners, and experts propose the structure for the PHECS declaration.
7. Draft the framework decision to declare PHECS and related standard operating procedures.
8. Align the proposed regional framework with the global mechanism for declaring emergencies (PHEICS).
9. Present the draft framework and related procedures to the Africa CDC Technical Advisory Committee.
10. Develop reports, communication materials and scientific articles for the PHECS declaration.

The consultant will work with the Africa CDC's Health Diplomacy and policy and Emergency Preparedness and Response (EPR) divisions. Africa CDC will provide overall direction, provide advice on technical content, and enable links to relevant stakeholders who will contribute to the content of the framework.

The consultant is mandated to propose a methodology that would adequately result in the expected deliverables outlined in this ToR. A participatory approach, proactively and systematically gathering critical reflections by the Africa CDC and AU staff, MS representatives, and other key stakeholders will make the process more robust, and its product more easily accepted by the MS. The following steps are highly recommended for the process:

3.1. Framework for the decision of the declaration of the public health emergency of continental security (PHECS)

In consultation with Africa CDC, the consultant will define the scope of the PHECS framework, propose and draft the framework for consideration and implementation. These should be approved by Africa CDC prior to commencing work on the Plan.

3.2. Gathering evidence

This stage includes gathering information through various methods such as conducting rapid review of strategic plans on public health emergencies, cross border surveillance and response mechanisms on the continent, desk reviews of the existing internal and external documents and on MS capacity and conducting interviews with MS with a view of a comprehensive framework. Importantly, strong documentation will be required for aligning with the WHO's declaration of PHEIC.

3.2.1 Desktop review

An extensive desk review and landscaping review will include but will not be limited to the Africa CDC Strategic Plan, Africa CDC Emergency response framework and the AU documents and decisions linked to strengthening the health and security and response to threats.

4. Key deliverables, consultancy fee, time frame and duty station

The consultant will be paid a fixed total amount of **79,200 USD**. This cost includes all the Consultant's fees, reimbursable expenses, such as air ticket to and from Africa CDC HQ etc., and profits as well as any tax obligation that may be imposed on the Consultant. Fees payable does not include costs associated with assignment-related travels to different MS, coordination/organization of project-related activities and events, stakeholder dialogues, consultations, and workshops. These costs will be met by Africa CDC.

This is a lump sum contract, and payment will be against the following deliverables

- Inception report with work plan and clear timelines outlining the steps methodology, and information and data collection tools to be used in developing the framework.
- A desk review report, consultation roadmap including tools for conducting consultations.
- A report of the feedback from the consultations.
- Submission of a draft framework for the decision of the declaration of the PHECS for internal review and validation.
- A finalized framework for the decision of the declaration of the PHECS
- PHECS standard operating procedures and related guidelines.
- Report on stakeholder consultations and mapping
- Published scientific articles of the PHECS declaration including the process(s) and outcomes.

DELIVERABLES	PAYMENT
Inception report, methodology and information for the framework	5%
A desk review report, consultation roadmap including tools for conducting consultations	10%
A consultation report	5%
Submission of a draft framework with validation	30%
Finalized framework	15%
PHECS standard operating procedures and related guidelines.	25%
Reports on stakeholder consultations and mapping	10%
Published scientific articles	10%

The consultancy service’s duration is six (6) months after the signing of the contract. The consultancy service's accomplishment will be the successful completion of the deliverables, submission and approval of all reports to Africa CDC. Submission of the different sections of the work will be expected for sharing with Africa CDC at monthly meetings to monitor progress.

5. Reporting, management, support, and data ownership

The Consultant will report directly to the Head of Emergency Preparedness and Response (EPR) Division. The consultants shall produce a brief monthly report in English and submit it to Africa CDC or present progress monthly in online meetings. All outputs, including the raw data and draft documents, analyses, and final documents and products will belong to Africa CDC.

6. Respective responsibilities of Africa CDC and consultant

Component	Activity	Outputs	Lead	Timelines
Landscaping and documents review	Project inception	Inception report	Consultants	2 weeks
	Develop framework questions and landscape review (& review project plan against them)	List of core framework questions (to inform all other activities) & refined project plan	Consultants	4 weeks
	List of core framework questions (to inform all other activities) & refined project plan	Framework	Consultants-- All to input	
	Map existing framework, mechanisms, strategies & activities	Overview of existing work (Africa CDC, WHO, EU & others)	Consultants	
	Develop consultation roadmaps and tools	Roadmap, data collection tools	Consultants	
	Conduct consultative meetings	consultation report	Consultants	
Overarching declaration of PHECS development & consultation	Prepare draft PHECS framework	Draft PHECS framework	Consultant	
	Collate and manage response from relevant stakeholders for validation	Validation of framework	Consultant and Africa CDC	
	Final framework	Framework	Consultant	
Supporting documentation	Collate evidence from all sources into implementation documents	Standard operating procedures and guidelines for the framework alongside the report on the stakeholder consultations	Consultant and Africa CDC	4 weeks
	Manuscripts preparation	Publications	Consultant	
Project management	Establish project management practices	Guiding document	Consultant	2 weeks
	Establish meeting schedules	Meetings	Consultant	
	Finalize Gantt chart and risk matrix	Gantt chart and risk matrix	Consultant	
	Regular meeting notes	Meeting notes	Consultant	

7. Application specification

Interested consultants should include in their application the following:

Personal Capacity Statement

- a) Cover letter or statement about understanding of the assignment and why the desire to work with Africa CDC
- b) Curriculum vitae of the Consultant stating his/her relevant experience and capacity to undertake the work:
 - Proof of experience in conducting similar works
 - Experience of previously engaging with government officials; diplomacy skills and other soft skills
- c) Written reference and contacts of at least two organizations previously worked for and contact persons.
- d) Two (2) references with good knowledge of the candidate's past assignment, furnishing full contact details, telephone and e-mail addresses.

8. Qualifications and experience of consultant

Education

- A Minimum of University Master's degree of Public Health, health sciences, Epidemiology, Health system strengthening, Strategic planning or another relevant field with at least 15 years of relevant experience. Doctorate level candidates are encouraged to apply.

Experience

- At least 15 years of work experience in global health, public health emergency management, disease surveillance, disaster or humanitarian crisis management and One Health is desirable.
- Demonstrated knowledge of global health governance framework and mandates.
- Elaborative knowledge of strategic documents regarding global health emergencies.
- Practical experience and knowledge of the World Health Organization procedures and mechanisms for the global declaration of public health emergencies.
- Demonstrated knowledge and understanding of the International Health Regulations (2005) and related international agreements, practices, and policies.
- Demonstrated leadership and strategic coordination skills in public health emergency management, disaster or humanitarian crisis.
- Vast experience in harmonizing and establishing standard and integrated information for action in the context of public health emergency management.
- Familiar with the national, regional and global health systems and structures and the Africa CDC mandate of managing public health emergencies.

- Experience in working with international organizations such as WHO, sub-regional organizations in health, UN agencies, AUC, etc., is desirable.
- Excellent diplomatic, representational, inter-personal and communication skills, and ability to interact with stakeholders and decision-makers in technical and other professional settings.

9. Language

- Collective excellent oral and written communication skills in at least one of the official AU languages

10. Evaluation and qualification criteria and Technical Evaluation

1. Education, Qualification, and Relevant Training – 20
2. Experience of the consultant and relevance to the assignment and number of years – 70
3. Language - 10

Total – 100

11. Required Documentations

- a) Cover letter with statement of understanding
- b) A detailed and updated curriculum vitae (CV), and indicating nationality, age and gender.
- c) Detailed technical proposal not exceeding 8 pages on:
 - a. Understanding and interpretation of the TOR
- d) Two written references

12. Services and Facilities to be provided by Africa CDC

The individual consultant will be supervised by the Head of Emergency Preparedness and Response (EPR) Division, Africa CDC for the purpose of delivering the above outputs within the agreed time frame. This consultancy will be based in Addis Ababa at the Africa CDC Headquarters. The consultant must comply with the African Union rules and procedures related to security and code of conduct

Africa CDC will cover the cost of travel including economy-class air tickets and other necessary expenses when travel is required according to the AU rules and regulations.

Africa CDC will provide to the consultant the following document and facilities:

- a) The Africa CDC will identify and assign technical staff to support the implementation process.
- b) Africa CDC will provide the necessary documentation and information required for the assignment.
- c) Maintain regular follow-up of the activities done by the consultants, review and comment on the submitted deliverables and work done.
- d) Assist in organizing consultative meetings with Member States and other stakeholders

13. Invitation

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

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Selection method set out in the Procurement Regulations.

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 shortlisting criteria to the emails below before 15:00 Hours Local Time on 17 October 2024

African CDC,
Attn: Supply Chain Management Division
Administration Directorate
Africa CDC Office Building, Tower A2, Floor 7th, Room Number 712.
Haile Garment Area, Lafto Square.
Addis Ababa, Ethiopia
E-mails: tender@africa-cdc.org and zemenua@afriacdc.org and selamg@afriacdc.org