



REQUEST FOR PROPOSALS

Date: May 29, 2019

Subject: RFP – Consultants with Expertise in Program Management, Monitoring & Evaluation, and PEPFAR Strategic Information

1. Consultants with expertise in Program Management, Monitoring & Evaluation, and PEPFAR Strategic Information are hereby invited to submit a proposal for consulting services to IntraHealth International, Inc's contract entitled **Accelerating Support to Advanced Local Partners (ASAP)**.
2. Applicants with English, French, Portuguese, Swahili language skills are invited to apply.
3. Proposals will be accepted on a rolling basis until 11:59 p.m. Eastern Standard Time (EST) on September 30, 2019. Your offer will include a CV and a daily rate. References from USAID are highly desirable.
4. Applicants will be considered for consulting opportunities for a period of 24 months. If selected, applicants will receive a Master Consulting Agreement which will be valid for 24 months. When ASAP has a specific Scope of Work, the Master Consulting Agreement will be modified.
5. Your proposals should be submitted in UltiPro, by registering and uploading your documents (CV and daily rate information) [at this link](#)
6. Any questions should be addressed to ASAPRecruitment@intrahealth.org, using the subject line "Question Regarding Consultant RFP."
7. This letter cannot be construed as a legally binding contract between our organization and the entity you are representing
8. International IntraHealth, Inc. will award contracts to offerors whose skills are most applicable to future consulting needs and who provide the best value to IntraHealth, technical and financial factors combined. IntraHealth reserves the right to award in whole or in part, or to make no award at all. The contract will stipulate the terms and conditions of IntraHealth International, Inc.

SCOPE OF WORK

BACKGROUND

The U.S. President's Emergency Plan for AIDS Relief (PEPFAR) has worked in over 50 countries for the past 15 years, PEPFAR has saved and improved millions of lives, prevented millions of HIV infections, and changed the course of the global HIV/AIDS epidemic. PEPFAR announced Local Partner Targets at an April 2018 meeting of PEPFAR Interagency leadership. Targets were defined as percent funding to local prime partners including: 25% by Country Operational Plan (COP) 2018; 40% by COP 2019; 70% by COP 2020. USAID released a Task Order to rapidly prepare Local Partners to have the capabilities and resources to serve as Prime Partners for USAID/U.S. President's Emergency Plan for AIDS Relief (PEPFAR) programming, in compliance with USAID and PEPFAR procedures, for PEPFAR program implementation in FY20 and FY21. IntraHealth won the bid and the project started on April 1, 2019.

SCOPE OF WORK FOR CONSULTING ASSIGNMENTS

ASAP is seeking qualified consultants to conduct organizational assessments and capacity building. Applications must identify areas of experience and willingness to be co-located with Local Partner to provide technical assistance to build the capacity of Local Partners in:

- 1. Strengthen Program Management and M&E Systems**
 - M&E Planning, Implementation and Reporting
 - USAID Workplans and Reporting
 - Activity Monitoring, Evaluation and Learning Plan (AMELP)
 - Performance Indicator Reference Sheets

- 2. Strengthen HIV/AIDS Strategic Information for Performance Management PEPFAR**
 - Strategic Information
 - Data Quality Assessments
 - Data Visualization
 - Monitoring and Achieving Targets
 - Dashboards for daily/weekly reporting
 - Expenditure Analysis

REQUIREMENTS:

- A Masters' degree in Public Health or related field of study and at least 5 years of experience.
- Experience in assessing monitoring and evaluation systems
- Experience in providing Organizational Capacity Development Technical Assistance.
- Significant experience working on health projects in Sub-Saharan Africa.
- Experience with international donor-supported projects (e.g., USAID and CDC, including PEPFAR)
- Strong writing skills in English

- Language skills in English or French or Portuguese and Swahili or other African dialects
- Familiarity and experience in digital tools are highly desirable
- **Offerors must have five years' experience and provide references, preferably from USAID.**