

REQUEST FOR TENDER

Open Tender: Provision of technical support to NVBDCP (1 Year) (on behalf of the Asia Pacific Leaders Malaria Alliance)

Description:	<p>The Asia Pacific Leaders Malaria Alliance (APLMA) has been invited by the NVBDCP to support the goal of malaria elimination in India by strengthening capacity within the NVBDCP with the specific short-term goal of adding surge capacity to address challenges imposed by COVID-19 in malaria service delivery. Furthermore, the Senior Officials Meeting (SOM) which convenes Regional leaders in Asia Pacific, is being hosted by the Government of India in 2022; the APLMA Secretariat will provide support to this meeting.</p> <p>This is an Open Tender for an organization (that must be registered in India) that can coordinate the provision of technical capacity to NVBDCP as well as support the planning process with MOH&FW leading to SOM 2022 in India on behalf of APLMA. This contract will be for a period of 1 year from the start of the contract, with the possibility of an extension.</p>
Release date:	28 April 2021
Deadline for submission of questions:	12 May 2021
Closing date for submission tender:	28 May 2021
Offer period:	Offers to remain open for acceptance by APLMA for three months after submission
Lodgement of Tender:	Email: admin@aplma.org Please send documents as a PDF file

APLMA-APMEN

The Asia Pacific Leaders' Malaria Alliance (APLMA) is a coalition of the Asia Pacific heads of government who have committed to eliminate malaria in the region by 2030. It provides the leadership to accelerate malaria elimination efforts and address the risks posed to malaria elimination in the region. APLMA works in tandem with the Asia Pacific Malaria Elimination Network (APMEN), an inter-disciplinary platform of 21 national malaria programmes and 50 partner organisations, including malaria research institutes, implementing partners and civil society. APMEN is the technical arm that leads in-country needs assessments, program capacity building, cross-regional knowledge exchange, and building the evidence base. The APLMA-APMEN (AA) joint secretariat is a non-profit organisation registered and located in Singapore. More information on APLMA can be obtained at <https://www.aplma.org/>.

National Vector Borne Disease Control Programme, Ministry of Health and Family Welfare, Government of India

The Directorate of the National Vector Borne Disease Control Programme (NVBDCP) in India is the national body responsible for framing technical guidelines & policies around malaria to guide the states in implementation of programme strategies. The NVBDCP has co-developed and is

implementing the National Framework for Malaria Elimination 2016-2030 (NFME)¹ that provides guidance on a phased approach to malaria elimination in India, and defines the district as the unit of planning and implementation of the malaria elimination programme. In alignment with NFME, the [National Strategic Plan \(NSP\)](#) 2017-2022 was developed by NVBDCP, with help from WHO India Country Office. India has adopted the [High Burden High Impact approach](#) for malaria in 2019 with support from WHO in four high burden states - Madhya Pradesh, Jharkhand, Chhattisgarh, and West Bengal.

Background to Catalytic Support to NVBDCP

Working in collaboration with NVBDCBP, WHO, and other key partners the collaboration with the NVBDCP will focus on strengthening capacity within the NVBDCP to implement the NFME, with the specific short-term goal of adding surge capacity to address challenges imposed by COVID-19 in malaria service delivery. APLMA also hosts the Asia Pacific Malaria Elimination Network (APMEN) which works with National Program Managers and leading research and delivery institutions. The support to NVBDCBP will be in the form of three (3) technical experts (in the areas of surveillance, social & behaviour change communication and microscopy) who will be seconded to NVBDCP and will report to Director NVBDCP.

The partnership with the NVBDCP is designed to be structured around technical assistance that can facilitate effective support to the national malaria programme to fill gaps in capacity and support more intentional policy advocacy, communications, and resource mobilization efforts, grounded in evidence, to achieve elimination goals.

APLMA supports a diplomatic and policy platform for regional malaria elimination through an annual Senior Officials' Meeting (SOM) that uniquely engages health, finance, foreign affairs, and other key Senior Officials to track policy and technical progress. The GoI has agreed to host the APLMA SOM in 2022. This is an ideal opportunity to highlight NVBDCP's leadership and progress towards malaria elimination and advocate for renewed commitment to the regional elimination goal in the context of COVID-19. A SOM 2022 Steering Committee (proposed to be chaired by the Secretary for Health & Family Welfare) will be established in 2021 to lead the planning, with support from the APLMA - AMEN joint secretariat.

Purpose and Objective

APLMA will contract an organization registered in India that will help coordinate technical advocacy support to the NVBDCP and work to create develop targeted policy advocacy messages in India. This organization will also support the planning process leading up to SOM 2022 in India and be a critical partner to APLMA and the NVBDCP in supporting the design, development, and implementation of the India engagement plan.

This organization will be responsible for the following activities:

- Provide routine coordination support between NVBDCP, WHO, and APLMA-APMEN
- To recruit and manage the technical experts who will be seconded to the NVBDCP
- Manage the local administrative, personnel and financial management aspects of the related activities

¹ The National Framework for Malaria Elimination in India. https://www.who.int/docs/default-source/searo/india/health-topic-pdf/national-framework-malaria-elimination-india-2016-2030.pdf?sfvrsn=606b352a_2

- Coordinate discussions between NVBDCP and APLMA-APMEN to establish scope of work for the technical experts and ensuring timely completion of deliverables as agreed with NVBDCP and APLMA-APMEN
- Support routine and regular engagement with NVBDCP and MOH&FW in the lead up to SOM 2022
- Work with APLMA and the SOM 2022 Steering Committee with support from the Secretariat
- Assist the APLMA Secretariat in the development of targeted advocacy and communications to elevate the significant progress made by NVBDCP as well as highlight continued gaps and challenges related to the elimination agenda

Scope of Work

The chosen organization will be responsible for:

- Personnel and administrative management:
 - Recruitment of the technical experts (detailed profiles in Annex) which will include the following: advertising of the positions; shortlisting of candidates; arrangement of interviews; selection of qualified candidates; completion of hiring formalities; onboarding of the selected candidates; and, arranging for secondment of the experts to NVBDCP.
 - Employment of the technical experts in compliance with local labour regulations, APLMA policies and organizational policies
 - Off-boarding and replacement of the technical experts as needed during the course of the program.
 - Ensuring operational readiness and suitable work arrangements for the technical experts at NVBDCP, including support for procurement of needed equipment.
 - Manage routine personnel matters (in collaboration with NVBDCP) such as management of personal leave or sick leave, safety and security guidance to personnel, emergency contact information, and escalation of human resources issues such as conflict or concerns at work or of the work environment.
 - Provide administrative support for the special projects of the technical experts, such as arrangements for field research in selected districts. This includes facilitating domestic flight and travel arrangements as needed.
- Financial management of the funding for technical support:
 - Receive funding from APLMA-APMEN and disburse for personnel salaries and expenses.
 - Financial control of expenditures versus budget, ensuring transparency and good forward planning.
 - Ensure meticulous and up-to-date recordkeeping of financial transactions.
 - Preparation of financial reports and acquittal of funds.
 - Procurement, asset tracking, maintenance, transfer and/or disposal of equipment.
 - Procurement of services and evaluation of services rendered as required.
 - Supervision and technical management
- Coordinate development of scope of work and agreement on deliverables with NVBDCP and APLMA-APMEN.
 - Ensure quality and timely completion of deliverables and tasks agreed with NVBDCP and APLMA-APMEN.
 - Ensure documentation and reporting requirements for deliverables as requested by NVBDCP.
 - Provide regular reports to APLMA-APMEN on technical support to NVBDCP.
- Coordinate the engagement between APLMA-APMEN, NVBDCP, MoHFW and other key partners around SOM 2022
 - Represent APLMA-APMEN in the SOM 2022 Steering Committee alongside other partners, including WHO

- Support development of a comprehensive agenda for SOM 2022 with a focus on elevating India's leadership around malaria elimination in the region
- Support outreach and coordination to Senior Officials in India, beyond the Ministry of Health and including Ministry of Finance, Ministry of Foreign Affairs, Ministry of Tribal Affairs etc.

The grantee will report to APLMA Director Country Acceleration and will work in coordination with Director NVBDCP. The scope of work and list of activities are subject to revision over time as the program needs develop. Changes will be effective only on mutual agreement between the Grantee and APLMA-APMEN.

Tender Format

The Tender must be in English and be not more than 5 pages long. The following must be included:

- Tenderer details
 - Legal entity and business name
 - Registered office address and principal place of business (must be in India)
 - Ability to receive foreign funds
 - Tenderer's contact who is authorised to represent and legally bind the Tenderer (name, address, email, phone)
- Service Proposal
 - Description of the organization
 - Details of team which will work on this project
 - Narrative on capability and plan to deliver on the Scope of Work
 - Description of any previous or current engagement with NVBDCP
 - Information on previous engagement and support to MOH&FW around high-level convening of senior officials
 - Description of previous or current work related to framing of policy advocacy and communication messages related to public health in India
 - Evidence of knowledge and familiarity with malaria elimination efforts in India
 - Description of your engagement in malaria control or elimination efforts in India
 - Information on other unique selling points or additional services that would be valuable to the project
- Price proposal
 - Total price and detailed breakdown of expenses

Annex:

The following positions have been agreed with NVBDCP.

1. **Public Health Specialist (Surveillance):** The NVBDCP is currently seeking a Public Health Specialist to support the National Program in sustaining India's progress in malaria and achieving malaria elimination. The surveillance specialist will allow for better sharing of data in real time between identified priority geographies by ensuring that state level operational challenges are shared with NVBDCP Program Director. This will ensure that in the near term, program strategy and operational guidance adjusts resources allocation as needed, to adapt to the shifting epidemiologic picture including the introduction and monitoring of newer strategies like the LLINs.
2. **Communication & Social & Behavioural Sciences (CSBS) Specialist:** The NVBDCP is currently seeking a CSBS specialist to support the National Malaria Programme in sustaining India's progress and achieving malaria elimination. The CSBS specialist will allow for better communication and advocacy of National Malaria Program in identified priority geographies by developing effective information, education, and communication (IEC) materials with honed messages to build awareness of malaria services at the community level and influence the enabling environment in support of the National Malaria Program. The CSBS specialist will allow for improved delivery and acceptance of the malaria programme and interventions, especially in high endemic areas, by devising community engagement strategies tailored to the local context (considering the influence of COVID-19 on community behaviours towards the uptake of malaria services) to inform the implementation of Social and Behavioural Change (SBC) section of National Malaria Strategic Plan.
3. **Microbiologist:** The NVBDCP is currently seeking a Microbiologist to support the National Malaria Programme in sustaining India's progress and achieving malaria elimination by providing. The Microbiologist will lead development of strategies and plans to strengthen public health laboratories in India. He/she will be responsible for capacity development, advocacy for increased investments in laboratory strengthening, developing partnerships at national/state/district levels with government and private sector, and assuring quality control.