

CALL FOR EXPRESSION OF INTEREST

Title	AMR Monitoring and Evaluation Needs Assessment Consultant
Internal reference	EID/CFEOI2022/1
Type of contract	Consultancy contract
Location	Home-based
Starting date	1 st February 2022, or contracting date if later
Expected working days	62
Expected duration	February 2022-May 2022
CFEOI launching date	10 December 2021
Initial submission deadline	10 January 2022
CFEOI extended on	11 January 2022
New submission deadline	1 st February 2022

1. CONTEXT

1.1 BACKGROUND

Through the multi-partner trust funding mechanism¹, a joint funding initiative of World Health Organisation (WHO), World Organisation for Animal Health (OIE) and Food and Agriculture Organization of the United Nations (FAO) to tackle the emerging global challenge of antimicrobial resistance, the tripartite is supporting, as of December 2021, 11 countries² to implement their antimicrobial resistance national action plans. The antimicrobial resistance national action plans align with the global action plan on antimicrobial resistance. In order to assess the impacts emerging from implementing the national antimicrobial resistance action plans, countries need to have functional monitoring and evaluation systems in place that collect and report data at all levels of the results chain, particularly at the outputs, outcomes and impacts level.

However, the Tripartite Antimicrobial Resistance Country Self-assessment Survey (TrACSS) of 2021 shows that around 66% (108/163) of countries have developed and implemented national action plans without systematically monitoring the implementation progress. Against this background, needs

¹ <https://mptf.undp.org/factsheet/fund/AMR00>

² Cambodia, Ethiopia, Ghana, Indonesia, Kenya, Morocco, Peru, Senegal, Sudan, Tajikistan, Zimbabwe

assessments will determine the monitoring and evaluation needs to help define the type of support that selected countries require, together with national demand for such support.

1.2 THE PURPOSE

The monitoring and evaluation consultant is recruited to conduct the needs assessment processes. In particular, the consultant shall primarily facilitate in-depth interviews, take notes during such interviews and prepare country-specific needs assessment reports for a selected number of countries. The consultant is to develop and submit a simple needs assessment guide as a distinct deliverable at the end of the exercise.

2. DUTIES AND RESPONSIBILITIES

2.1 OBJECTIVES OF THE ASSIGNMENT AND SCOPE OF WORK

The assignment's main objective is to conduct a virtual needs assessment and produce a needs assessment report that national authorities will validate. The needs assessment will be simple, aiming only to collect data that will help define AMR national action plan M&E needs. The needs assessment processes will adopt consultative and participatory approaches.

2.2 SCOPE OF THE ASSESSMENT

The key pillars under investigation during the needs assessment are as follows: stakeholders for AMR M&E NAP, barriers to AMR M&E NAP implementation, opportunities to enhance AMR M&E NAP implementation, solutions to address the barriers and strategies to take advantage of opportunities and training needs related to AMR and M&E.

2.3 NEEDS ASSESSMENT QUESTIONS (NON-EXHAUSTIVE LIST)

The needs assessment will answer the following questions outlined below.

- a. Governance of national action plan
 - Does a multi-sectoral coordination committee exist? If yes, is it functional? How often does it meet per year? Which sectors constitute a multi-sectoral coordination group? How are stakeholders engaged?; how is AMR multi-sector coordination linked to the national one health multisectoral coordination?
 - Is there an M&E focal person for NAP implementation? Is there an AMR M&E sub-group? What are their roles and reporting needs? How frequently do they meet? Is it funded?
- b. Barriers to monitoring AMR NAP
 - What is the status of AMR NAP M&E framework development? If the AMR NAP M&E framework is not yet developed, identify critical barriers constraining its development? (examine both internal & external factors)
 - If there is an M&E framework/plan for NAP, is it multi-sectoral or sector-based?; are there any perceived skills and knowledge gaps among those responsible for AMR NAP M&E and outline the gaps.
 - Are there resources allocated to NAP M&E, including human resources?
 - What are the implementation barriers of the AMR NAP M&E framework? (internal & external challenges)
 - What are the causes and effects of these challenges on AMR NAP reporting?
 - Have data sources been identified in the country?; How?; Are there adequate resources for strengthening data collection across sectors and for its reporting?

- If the country has any regular report on AMR, what is its timeline, which sectors are involved, and the format of the report, who is responsible?
- c. Opportunities for Monitoring AMR NAP implementation
 - Identify opportunities to be exploited to strengthen the collection, analysis and reporting of AMR NAP implementation data across all the relevant sectors.
- d. Solutions to address the barriers and strategies to take advantage of opportunities
 - Identify solutions and suggest strategies to take advantage of identified opportunities.
- e. Training needs
 - In what areas of AMR NAP monitoring and evaluation, data analyses, and reporting is further training required?

2.4 EXPECTED OUTPUTS AND DELIVERABLES

2.4.1. Firm tranche:

Two deliverables are expected, namely:

1. Eleven (11) validated country specific needs assessment reports.
2. One (1) needs assessment guidance document.

2.4.2. Conditional tranche

Should time and budget permit, the scope of work may be extended to support more countries (maximum of 10 additional countries) in the future if needed and agreed by all parties.

However, the implementation of this conditional tranche of work will depend on a discretionary decision by the OIE which will be notified to the Consultant under conditions set out in the Contract.

The consultant should complete the financial offer (annex 2) with a cost for one additional country.

2.4.3. Consultant professional fees

The expected daily consultant professional fee rate should not exceed US\$500.

2.5 THE ORGANISATION OF THE WORK

The consultant will be home-based and report to the tripartite team established to undertake the needs assessment. The report will be written in English. Tripartite team members will be included in the country needs assessment exercise and process.

2.6 PAYMENT SCHEDULE

The following schedule of payments will be finalised in the Contract based on the agreed-upon workplan and set of deliverables:

- Twenty percent (20%) of the total price will be paid upon the signature of the contract;
- 40% payment will be issued upon reception of Six (6) country validated needs assessment reports;
- 40% payment will be issued upon reception all remaining Five (5) country validated needs assessment reports and needs assessment guidance document validated by the OIE.

Payment throughout the Contract will be made upon receipt of the corresponding undisputed invoice, which should be raised after validation of each deliverable. The OIE will proceed to the payment of undisputed invoices within 45 days of their reception by bank transfer or cheque.

3. QUALIFICATIONS AND EXPERIENCE

The ideal bidder should have the following experience and academic qualifications.

3.1 EDUCATIONAL QUALIFICATIONS

- At least a master's degree in the relevant field

3.2 EXPERIENCE

- Proven experience (at least five years) in the evaluation design, implementation and management of projects/ programmes at the regional or international level, including multi-donor programmes.
- Proven experience in monitoring and evaluation along with OECD-DAC Evaluation criteria.

3.3 SKILLS

- Excellent report writing skills.
- Excellent facilitation skills.
- Excellent command of written and spoken English
- Excellent communication skills both oral and written.
- Strong analytical and research skills (document review, ability to synthesise solid evaluative findings out of raw evidence).
- Demonstrated ability to break down and communicate complex concepts and facilitate learning from M&E findings with a range of stakeholders (including implementation teams) in multi-cultural settings.
- Cross-cultural and interpersonal skills.

4. STRUCTURE OF THE RESPONSE

Interested consultants should provide the following:

1. A Curriculum Vitae (CV);
2. Proposed methodology for the assessment in no more **than 2 pages**;
3. Two copies of previous evaluation reports;
4. Signed declaration of integrity (Annex 1);
5. Financial proposal stating both the overall cost and cost-breakdown by working day, covering the professional fee of the consultant, not exceeding a total of 62 person-days (Annex 2).

5. EVALUATION OF PROPOSALS AND AWARD OF THE CONTRACT

The OIE will proceed to an evaluation of all final proposals according to the criteria described below:

- a. Criteria 1 : technical criteria (70%) :
 1. Academic qualifications (20%)
 2. Methodology (25%)
 3. Skills, expertise/ and experience (25%)

4. Example of the previous work (30%)
- b. Criteria 2 : Financial criteria (30%) according to the financial offer (annex 2) :
 1. Global cost for the firm tranche (90%)
 2. Global cost for the conditional tranche (10%)

6. RESPONSE PROCEDURE

The OIE places high value on a multicultural and positive work environment and seeks gender and geographical balance in its international consultants. The OIE welcomes proposals of all qualified bidders, irrespective of their ethnic origin, gender, opinions or beliefs.

If you are interested in this call for expression of interest, please complete your bids online by clicking on the link below.

[APPLY HERE](#)

The OIE, as a data controller, will process the personal data you provide in the bidder for the purposes of identifying a suitable Consultant, to support its work.

The data collected will be processed internally for the aforementioned purposes and for the resulting administrative acts, it shall be kept for the duration of the contract with you and in an intermediate archive for a duration of 10 during the audit period.

You have rights to access and rectify your personal data, as well as to request erasure and obtain data portability under certain circumstances.

To exercise these rights or If you have any questions about the processing of your data, you can contact our data protection officer at dpo@oie.int. For more information check our Privacy Policy: <https://www.oie.int/en/privacy-policy>".

Should you have any questions, please contact ym.soko@oie.int.

To comply with disclosure requirements and enhance transparency, OIE shall publish on its website the following information about the Contract which shall be concluded with the awarded contractor: (i) the nature of the contract (ii) year of award (iii) name and locality of the Consultant; (iv) the title, purpose of the Consultant; and (v) the amount of this Agreement. OIE will not release or publish information that could reasonably be considered confidential or proprietary.

7. ANNEXES

Annex 1: The declaration of integrity to be returned dully completed and signed

Annex 2: The financial offer to be returned dully completed and signed