

National Agency for the Control of Aids (NACA)

Expression of Interest (EOI) for Consultancy Services in Various HIV/AIDS

Preamble

The National Agency for the Control of AIDS (NACA) as part of its statutory responsibility for HIV/AIDS intervention in Nigeria has plans to enhance rapid scale-up of HIV services in the communities, as well as Prevention of Mother-to-Child Transmission (PMTCT) of HIV/AIDS among others. These interventions will be implemented with a view to complement and synergize with on-going national and donor-supported efforts in the fight against HIV/AIDS.

Thus, the Agency hereby invites Expressions of Interest (EOIs) from competent firms with high knowledge and experienced in the following HIV interventions areas:

- (i) HIV epidemic surveys and situation analysis
 - (ii) Capacity building, including training of healthcare workers, CBOs and NGOs
 - (iii) Treatment, care and support of People Living with HIV
 - (iv) Community mobilisation for HIV Services
 - (v) HIV Counselling and Testing
 - (vi) HIV Programme Monitoring and Evaluation Services
 - (vii) Distribution and third party logistics services for HIV intervention and related services
 - (viii) HIV Mass Media Messages Development and Campaign Coverages
- (B) Assignments Description and Key Activities

Specifically, the objectives of the engagement are, among others:

- (i) HIV epidemic surveys and situation analysis
- To conduct desk review of existing HIV services interventions and impact.

(ii) Capacity building, including training of healthcare workers, CBOs and NGOs

- To carryout impact studies on specific HIV related subject area such as Knowledge, Attitudes and Practices Survey (KAPS) in select communities
- To ascertain training needs of the healthcare workers, CBOs and NGOs
- To develop and implement targeted intervention and capacity building trainings.

(iii) Treatment, care and support of People Living with HIV

- To scale-up and expansion of service delivery sites across the geopolitical zones
- To carryout Demand creation activities (Accelerate PMTCT uptake)
- To provide technical assistance to the facilities and centres providing prevention, treatment, care and support services.
- To identity capacity gaps and recommend appropriate mitigating measures.

(iv) Community mobilisation for HIV Services

- To carryout HCT campaigns across the communities.

(V) HIV Counselling and Testing

- To carryout counselling and testing services in communities across Nigeria.
- To carryout community outreaches.

(vi) HIV Programme Monitoring and Evaluation Services

- To carryout Monitoring, Evaluation, and Reporting of HIV/AIDS programmes.

(vii) Distribution and third party logistics services for HIV intervention and related services

- Warehousing of HIV and AIDS commodities.
- Haulage of health and non-health commodities to designated health facilities across Nigeria.
- Last Mile Distribution of commodities to designated health facilities across the country

- HIV Mass Media Messages Development and Campaign Coverage's
- Development of HIV targeted messages
- Design and implement appropriate HIV specific programme in select Nigerian Languages.
- To coordinate media campaign
- To carry out Coverage of HIV campaign messages

(C) Eligibility Criteria & Expected Contents of Expressions of Interest

Prospective Applicants are requested to submit their Expressions of Interest that demonstrate their capacity and capability to undertake the chosen assignment detailing the following information as basis for short-listing for further evaluation in a subsequent process in which technical and financial proposals will be requested and reviewed accordingly:

- (1) Evidence of incorporation with Corporate Affairs Commission (CAC) of Nigeria, includes Article of Association.
- (2) Detailed Company Profile and Technical experience/qualification of key personnel, including registered address, name, functional location, Telephone numbers, E-mail address, etc. The Bidder shall furnish documentary evidence that it meets the following experience requirement(s): during the past three (3) years the Bidder must have completed at least three (3) successful similar consultancy services (Attach letter of Award and Certificate of Completion).
- (3) Evidence of Tax payment for the past three (3) consecutive years (2012 2014).
- (4) Evidence of VAT registration and proof of past remittances.
- (5) Audited Statement of Account for the past three (3) consecutive years (2012 2014).
- (6) Evidence of Compliance with the Provision of the Pension Reform Act 2004 as contained in Section 16 (6d) of the Public Procurement Act 2007.
- (7) Evidence of ITF/NSITF Clearance Certificates.

- (8) Evidence of compliance with the Financial Reporting Council of Nigeria (FRC)
- (9) For Joint Ventures (JVs) include Memorandum of Understanding (indicating the responsibilities and duties of the individual firms constituting the JV).
- (10) Evidence of Recommendation from Company's Bankers indicating the financial capacity and capacity to undertake the project, if awarded.
- (11) Any other information that would be of advantage to the company.

Each respondent is expected to submit a separate proposal for each of the areas of Interest. The prospective bidder may be a single entity or consortium but not individual consultants:

Note:

- (i) The past three (3) years shall be determined to have begun three (3) years prior to the publication date of this EoI and will not be altered in the case of a postponement of the deadline for bid submission
- (ii) Successful shall mean that the relevant contract terms have been met to the satisfaction of the Client.
- (iii) This request for Expressions of Interest shall not be construed to be commitment on the part of the Agency, for contract award nor shall it entitle the Tenderer to make any claims whatever and seek indemnity from the Agency by virtue of having responded to this advertisement.

(D) Submission of Documents

Submission of EoI must be in English Language and dropped in the Tender's Box provided in two (2) copies (one original & one copy) in a sealed envelope clearly marked at the topmost right corner "**NACA Consultancy Expressions of Interest for (Specify Assignment)**" and the Name, Address and Phone Number of the firm(s) boldly written at the back of the envelope, with acknowledgement to NACA office at the address below. The Agency reserves the right to reject any or all of the Expressions of Interest.

Submission of application closes on August 14th 2015 by 12 noon.

(E) Address for Information and Submission of Bids

Attention: Head of Procurement

National Agency for the Control of AIDS (NACA)

Plot 823, Ralph Shodeinde Street Central Business District, Abuja.

Signed: Director, General, NACA