

Request for Expressions of Interest

National Agency for the Control of Aids (NACA)

HIV/AIDS Programme Development Project 2 (HPDP 2)

(World Bank- Assisted)

IDA Credit No. 45960

Advertisement For Service Support Organizations (SSO) to Provide Services Issuance

Date: 1st March 2012 A.

Background

The Nigeria National Agency for the Control of AIDS (NACA) and State Agencies for the Control of AIDS (SACAs} have received financing from World Bank toward the cost of the Second HIV/AIDS Programme Development Project (HPDP2). The HPDP2 will build on the substantial success of the HPDP1 and utilize the existing institutional structures in the national AIDS response. The Project Development Objective is “to reduce the risk of HIV infections by scaling up prevention interventions and to increase access to and utilization of HIV counselling, testing, care and support services”.

The HPDP2 has 3 components which are:

Expanding Public Sector Response

Expanding Civil & Private Sector Engagement and Response Through the HIV/AIDS Fund (HAF)

Strengthening Mechanisms for Project Coordination and Management

A. Assignment Description & Services Requested (Scope of Work)

For the second component (HAF), NACA intends to apply part of the proceeds for consultant services to support NACA, SACA, private sector organizations (PSO) and civil society organizations (CSOs) in project implementation. Three specific service categories requested in this Expression of Interest (EOI) include;

(i) Due Process (DP004) – Service Support Organizations are required to support NACA to ensure that agreed HIV/AIDS Fund (HAF) processes and procedures for CSOs as set out in the operational manual have been followed transparently and effectively. These processes includes: determining, thematic priority setting for project implementation, pre-qualification of CSOs, calls for proposals, review and selection of proposals, drafting award of contracts, and disbursement of grants to CSOs, contract terminations, extensions or renewals for project scale-up.

(ii) Performance Monitoring (PM004) – Service Support Organizations are required to support NACA and SACAs gather independent evidence that CSOs contracted under the HAF are fulfilling the terms of their contracts (performance audit), i .e. are contracted CSOs delivering expected results?

(iii) Technical Facilitation (TF004)- Service Support Organizations are required to provide or arrange for provision of services to address core technical and managerial capacities of contracted CSOs under the HAF that may otherwise limit their ability to effectively implement grant-supported projects.

The assignment is for a period of two years,

B. Guiding Criteria for Selection

C. Selection of firm/organisation will be in accordance with the procedures set out in Guidelines published by the World Bank (January 2011 edition).

D. Eligibility Criteria

NACA invites eligible organizations to express their interest in providing any of these services. Interested firms must provide information indicating they are qualified to perform the services. They should include:-

(1) Detailed company profile containing area of expertise, experience of similar projects, logistics and infrastructure capacity to deliver the intended results with minimum of five (5) years experience. This information should include Background with brochure and area of expertise, Description of similar assignments with verifiable

letters of contract award and certificate of job completion, spelt out professional capacity of staff as well as adequate and appropriate resources to carry out the assignment.

(2) The Service Support Organizations shall administer services in the States within each of the six geographical zones of Nigeria and therefore required to have links within the assigned zone. For Technical Facilitation Service Support Organizations however, consideration will also be given to those that do not have any links to the areas where they are expected to work provided they have the required technical experience and are able to easily deploy start to the requested area.

E. Evaluation and Selection of Service Support Organization

The selection of Service Support Organization will be guided by the above listed criteria.

F. General Terms and conditions

Expressions of Interest must be in English language only and submitted in the Tender Box provided in two (2) copies (one original and one copy), CD-Rom in a sealed envelope with acknowledgement to NACA office at the address below on or before 3rd April, 2012 . The sealed envelope must be clearly marked “NACA – Expressions of Interest for (Specify Assignment title, code and Zone)” at the top of the envelope.

The Agency reserves the right to reject any or all of the Expressions of Interest

Interested Consultants (firms) may obtain further information in the same address from 9.00am to 5:30pm local time Mondays to Fridays (except public holidays). EOI must be delivered to the same address on or before on 3rd April, 2012 by 5.00pm.

The Assignment has been grouped into six (6) zones representing the geo-political zones and three lots per zone (totalling 18 Lots). No firm shall be awarded more than one (1) lot on this Assignment. Only Consultants (firm) shortlisted for the next stage would be contacted and required to send a detailed proposal based on the Request for Proposal (RFP) that would be issued to them.

Expression of Interest through email or Fax will not be accommodated.

G. Contact Information

Procurement Unit/ Partnership Coordination & Support Department

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