



BRINGING CIVIL SOCIETY TOGETHER
TO END THE TUBERCULOSIS EPIDEMIC

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Request of the expression of interest for Consultancy services

for Individual Consultant/Consortium of consultants

The TB Europe Coalition ("TBEC"), non-profit foundation registered in the Netherlands, is pleased to announce a call for expression of interest ***to develop operational guidelines and conduct in-country baseline assessments in line with MAF-TB checklist (tentatively in 5 countries of WHO/Euro region) and support civil society national activities to boost the accountability processes*** in the framework of the implementation of the current tasks of Regional project "PRO-ACT TB 2022" funded by Stop TB Partnership/UNOPS in relation to grant activities being "Challenge Facility for Civil Society Round 9".

Scope of work:

Individual Consultant/Consortium of Consultants will be expected to:

- Conduct a desk review on MAF-TB background documents and existing approaches to develop a research protocol operationalizing the MAF-TB checklist, with the focus on the Annex 2 on civil society and communities' engagement in the End TB response;
- Develop research tools: guides for focus-group discussions, key informant interviews, questionnaires - as needed for civil society and TB affected communities' focused MAF-TB baseline assessment in countries;
- Develop a structure of the analytical report template to document the outcomes of the in-countries baseline assessments and a template for the regional report summarizing in-countries experience;
- In cooperation with TBEC Secretariat to develop the terms of reference for the National civil-society/communities-led research teams;
- Conduct a regional capacity-building session on research methods for the National civil-society/communities-led research teams in 5 pilot countries;
- Organize three regional supervisory meetings for the National civil-society/communities-led research teams in 5 pilot countries;
- Provide a feedback to the 1st and 2nd drafts of five in-countries report with baseline assessment results;
- Develop regional recommendations summarizing in-countries experience to inform the regional policy paper;

Duration of the assignment and remuneration provisions:

- The work is expected to start upon signature of the specific agreement with the individual consultant/ each of consultant from consortium.
- The duration of the agreement is **September, 2020 – December 31, 2020.**
- Payment will be made based on the results of the submitted report, provision of all deliverables to TBEC team and revision of report according to comments provided.
- Remuneration will be paid in US Dollars, so the individual consultant/ each of consultant from consortium should have a USD bank account.
- The individual consultant/ each of consultant from consortium will be responsible for the payment of taxes according to the laws of his(her) country of residence

Conditions:

1. Individual consultants/Consortium of Consultants are invited to submit expression of interest for the consultancy services mentioned above.
2. TBEC offers the following type of cooperation:
 - Consultancy Agreement with an Individual Consultant/Expert/Each of consultant from Consortium. The Individual Consultant/Consortium of Consultants will be responsible for the payment of taxes according to the laws of his(her) country of residence. Remuneration will be paid in US Dollars, so individual consultant/ each of consultant from consortium shall have a USD bank account.
3. The contract will be awarded on the competitive basis to Individual consultants/Consortium of Consultants with the highest qualifications and meeting all requirements described in Terms of References (ToR¹). Individual consultants/Consortium of Consultants will be evaluated based on the qualifications.
4. Consultancy fee for a given assignment will be based on the cost of the final product and will be negotiated with Individual consultants/Consortium of Consultants with the highest evaluation results.
5. Your expression of interest should contain the following documents:
 - ✓ CV with proven experience and qualifications (in Eng/Rus, not more than 3 pages).
 - ✓ Cover letter (in Eng/Rus, not more than 3 pages), should clearly describe the relevant experience and skills.
 - ✓ ***In case of consortium application*** - alongside with the CV for each member of consortium, there should be a cover letter clearly outlining the role each member of the consortium will play conducting the assignment, complementarity of qualifications and skills and the approach to fulfil the assignment and deliver results.Failure to meet these requirements will lead to automatic disqualification of application;
6. All documents for expression of your interest should be submitted electronically to Anna Medvedenko, Administrative Officer, TBEC, at the following address medvedenko@tbcoalition.eu
7. The deadline for receipt of your expression of interest: **September 16, 2020, 6 PM, Kyiv time**. Late proposals will be rejected.
8. Selected candidate will be contacted by **September 21, 2020**.
9. The evaluation and selection will be conducted through procurement procedures set out in the TBEC internal policies.

Anna Medvedenko
Administrative Officer
TB Europe Coalition

[e-mail:medvedenko@tbcoalition.eu](mailto:medvedenko@tbcoalition.eu)
facebook.com/tbeuropecoalition
tbcoalition.eu

¹ All the short-listed Consultants/Experts will be included in the TBEC Consultancy pool for potential future cooperation according to the Consultants' expertise.