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Request of the expression of interest for Individual Consultancy services

The TB Europe Coalition ("TBEC"), non-profit foundation registered in the Netherlands, is pleased to announce a call for expression of interest **to analyze the UN Secretary-General's report to the General Assembly in 2020** in the framework of the Challenge Facility for Civil Society (CFCS) grant, provided by the Stop TB Partnership.

Scope of work:

Individual Consultant will be expected to:

1. In consultation with the TBEC Secretariat develop the structure / table of contents of the analytical report.
2. Conduct a desk review of the UN Secretary-General's report, including the following aspects: alignment of provided data with CRG commitments and targets within the UN Political Declaration on TB, social determinants of TB, role of civil society and TB affected communities in TB response, multisectoral engagement mechanisms at the National level, and the use of people-friendly terminology of the report.
3. Develop key information guides with the support of TBEC Secretariat and conduct key informants interview with WHO representatives, Stop TB Partnership, Secretariat of the Accountability Group on TB, NTPs to see how the process of report preparation might be strengthened and how the meaningful engagement of civil society and TB affected communities in the process might be facilitated.
4. Developing a survey (questionnaire) for civil society and TB affected community to identify priorities and way forward advocacy and communication activities to implement recommendations of the UNGA report at the National level.
5. Develop recommendations with a focus on CSOs on how they can operationalize UNGA and the Community Perspective Report recommendations at a country level
6. Finalize the analytical report after comments received from TBEC secretariat, and regional partners.

Duration of the assignment and remuneration provisions:

- The work is expected to start after signature of the specific agreement with individual consultant.
- The duration of agreement is November, 2020 – December 31, 2020.
- Payment will be made based on the successful delivery of the submitted report, provision of all deliverables (above mentioned) to TBEC team and revision of report according to comment received from all TB-REP 2.0 partners.
- Remuneration will be paid in US Dollars, so Consultant shall have a USD bank account.
- The Consultant will be responsible for the payment of taxes according to the laws of his(her) country of residence

Conditions:

1. Individual 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. The Consultant 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 consultant shall have a USD bank account.
3. The contract will be awarded on the competitive basis to a Consultant/Expert with the highest qualifications and meeting all requirements described in Terms of References. Consultant 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 a Consultant/Expert with the highest evaluation results.
5. Expression of interest should contain the following documents:

- ✓ CV with proven experience and qualifications (in English not more than 3 pages).
- ✓ Motivation letter (in English not more than 3 pages), clearly describing existing experience around the proposed assignment. 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: **October 30, 2020, 6 PM**, Kyiv time. Late proposals will be rejected.

8. Selected candidate will be contacted by **November 4, 2020**.

9. The evaluation and selection will be conducted through procurement procedures set out in the PRO-ACT TB 2022 grant agreement between TBEC and Stop TB Partnership. Questions regarding procurement procedures as well as other related to the topic of the current request can be addressed to Anna Medvedenko, TBEC Administrative Officer, at medvedenko@tbcoalition.eu.

Anna Medvedenko

Administrative Officer

TB Europe Coalition

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