

AAH South Sudan
Juba Office, off Munuki Road,
Next to South Sudan Civil Service Commission

CALL FOR PROPOSAL

Background

Action Africa Help International (AAH-I) is a non-governmental Organization operating in South Sudan with a mission to support disadvantaged Communities to sustainably improve their standard of living through Community empowerment approach in partnership with stake holders. AAH-I implements Primary Health Care, Agriculture, Humanitarian aid projects and Capacity Building.

The organization is calling for proposals from competent and reputable Consultancy Firms for provision of consultancy services as per the TOR below:

SUBJECT: Review of the Maridi School of Nursing & Midwifery strategic plan

1. Introduction/background

Established in the 1960s by the government, Maridi Nurse Training School (MNTS) (now Maridi School of Nursing & Midwifery) is a tertiary level education facility whose core responsibility has been to train competent health care personnel in nursing and midwifery. To augment health service provision at grassroots level, it has also trained Community Health Workers (CHW). The training school is situated at Mboroko Boma, Maridi Payam of Maridi County in Western Equatoria State (WES) of South Sudan. It is about 2 km from Maridi town off airstrip road (Hai Matara).

The institution was run by the government through the Maridi Civil Hospital management until 1988 when it ceased training. The school operated on day-schooling system and the classrooms then were within the hospital premises. In 1993, it re-opened under support of Action Africa Help (AAH) with the training of Community Based Health Workers (CBHW). Its first class was transferred from Udabi – Yei, in Central Equatoria State (CES), because of disturbance caused by war. Later the current premises were offered by the government as the students required boarding facilities.

In 1995, the school began the training of certificate nurses using the 5-year program of phased training. Several students dropped along the way due to the duration of training and the breaks between the phases; only 2 groups qualified under this program. Since then, more than 947 health workers have graduated in various cadres; these includes lower (e.g. CHWs and MCHWs) and middle-level (e.g. nurses and midwives) health workers. In 2008, the training of the nurses changed from the phased training to Certified Community Nursing (CCN), a 21/2 - year compressed version of the phased training. In March 2009, the school yet again, began the training of Community Midwives (CMW) a 11/2 - year program aimed at training better skilled health personnel to offer maternal and child health services.

Up until 2015, the school trained community and certificated nurses and midwives before the Ministry of Health abolished certificated training and introduced the Diploma training for Mid-level Health workers. The school currently has 120 midwives & nurses undergoing training to qualify as Registered Nurses & Midwives.

2. The Purpose of the Consultancy

The purpose of the consultancy is to support Maridi School of Nursing & Midwifery in a technically grounded, consultative and participatory strategic planning process, which includes; extensive consultations with public sector partners, the public, the counties, communities, development partners, CBOs/NGOs, and the private sector.

The output from the review should identify the key issues that need to be addressed and provide a clear guide to the implementation of the planned course of action. The reviewed plan will be shared with potential partners interested in supporting the proposed projects.

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3. Scope of Work

The consultant will work with the Maridi School of Nursing & Midwifery planning committee under the leadership and guidance of the Principal Tutor and Board of Governors. The consultant will lead and guide the process of reviewing the Maridi School of Nursing & Midwifery. This will include:

- I. A review of existing / frameworks, laws, as well as the Maridi Nurse training strategic plan 2011-2016 plans among other important documents;
- II. Development of a sound methodology for review of the strategic plan;
- III. Collection of primary and where applicable secondary data;
- IV. Stakeholder consultation;
- V. Situation analysis, including SWOT analysis,
- VI. Plans for new programmes, fundraising strategies and strategic partnerships.
- VII. Vision and mission statements objectives; and values
- VIII. Development, validation, and finalization of the Maridi School of Nursing & Midwifery Strategic plan including a log frame, and a detailed implementation plan.
- IX. Monitoring and evaluation framework for the Maridi School of Nursing & Midwifery.

4. Specific tasks

The Consultant will:

- Carry out a desk review of relevant documents including and not limited to the Maridi Nurse training strategic plan 2011-2016, National Quality Assurance framework, Curriculum for Nursing & Midwifery, National Health Policy Framework, Basic Package of Health & Nutrition Services, Sustainable development goals, Ministry of Health Plans and Policy and any other key documents such as Maridi State Hospital Strategic plan ;
- Hold discussions with the staff of the Maridi School of Nursing & Midwifery and the strategic planning committee to gather information for the assignment;
- Develop a comprehensive methodology and work plan for a participatory process for the review of the strategic plan;
- Hold consultations and facilitate interviews with relevant stakeholders including but not limited to: other training institutions, relevant government departments, development partners, State & County Governments, private sector organizations, and civil society organizations/NGOs.

5. Deliverables

a) Inception report: Which covers

- The understanding of the assignment
- Comprehensive desk review of relevant documents
- An elaboration of the assignment's methodology/action plan and workplan

b) First draft of the reviewed Strategic Plan Report for stake holders consultations to be submitted within three weeks of signing the contract.

c) The Draft Report will be presented to Maridi School of Nursing & Midwifery and the Board of Governors for their inputs as well as being subjected to stakeholder consultations at national and State levels.

d) Final Draft Strategic Plan

The final product of the process will be a final strategic plan for the Maridi School of Nursing & Midwifery. The final draft will include, among other things:

- Preface and acknowledgements

- An executive summary
- An overview of the mandate of the Maridi School of Nursing & Midwifery Strategic Plan
- A concise final vision and Mission Statements
- Situation analysis
- Key Strategic Priorities;
- Resource mobilization strategies
- A detailed implementation plan which will include all implementable strategic priority activities that balance the short term results and long term strategic work that deliver the most results within the capacities and resources and time frames.
- Summary analysis of principal stakeholders for the successful implementation of the Strategic Plan
- Logical Framework for the implementation of the Strategic Plan including objectives, baselines and targets, defined timelines and resource allocations, as well as relevant indicators and regular evaluations of their results and impact;
- Detailed cost estimation for the implementation of the Strategic Plan, mapped to possible funding options including National Government and funding cycles of development partners;
- Time-frame for the delivery of each year's strategic objectives
- Monitoring and Evaluation and reporting of the plan

6. **Quality Assurance**

The Consultant shall use an evidence-based approach and ensure the highest standards of work and timely delivery at every stage of this assignment. In particular, the Consultant shall ensure:

- clarity of objectives and process during the Consultative Meetings;
- counter-check all facts and figures cited;
- ensure that the content and format of the Draft Strategic Plan meets highest standards expected; and
- Ensure proper editing and clarity

7. **Expertise/Skills Required**

- A Master's degree in the fields of Public Health, with a clear understanding of Strategic planning;
- At least 7 years' experience in the area of strategic planning;
- Experience in development of Human Resource for Health
- Strong analysis and analytical skills
- Experience in Health system strengthening, sustainable programming and fundraising; especially in the context of South Sudan.
- Good understanding of National Development plans and policies and sustainable development issues; including the Basic package of Health Services.
- Any relevant combination of qualifications and experience will be considered.
- The Consultant must be readily available and ready to start when required. The consultancy firm should be able to indicate and prove that they have the resources to handle the project.

REQUIREMENTS

APPLICATION PROCEDURE

The interested candidates are requested to submit:

1. Technical proposal document containing the following: which shows how the consultant intends to carry out the Consultancy also submit technical bid submission sheet duly filled up (attached).
 - a. Background and experience of organization / individuals
 - b. Description of Methodology for achieving scope of work
 - c. Proposed implementation schedule for each task.
 - d. Proposed progress evaluation methods.
 - e. Team Composition and proposed role on the team
 - f. CVs for Proposed professional staff
 - g. Estimated time schedule for professional staff
 - h. Activity work Schedule
 - i. List of references

2. Financial proposal.
3. Samples of previous work

EVALUATION AND AWARD OF CONSULTANCY

Eligible proposals will be evaluated based on full and open competition, in strict adherence to the Scoring Criteria detailed below:

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|---|-----------|
| • Interpretation of scope of work (Project Description) | 20 points |
| • Methodology suitability for conducting this review exercise | 20 points |
| • Experience and expertise in similar assignments | 40 points |
| • Financial proposal | 20 points |

Rate and Currency: The rate shall be in **United States Dollars (USD)**.

Submission of proposals

The proposals shall be submitted in Hard copies in sealed envelopes, and also in soft copies for Consultancy Firms that are outside South Sudan to the following address: procurement.southsudan@actionafricahelp.org

OR

AAH-I/UNHCR Logistic Base Juba South Sudan

Near to JIT Supermarket, the envelope should be labeled

Read: Provision of Consultancy Services (Bftw-AAH-SS - 2018)

AAH-I South Sudan.

Registration for submission:

Please ensure that, you register your hand delivered bid with the Procurement department and drop it in the bid box yourself, before you leave the Procurement department.

Request for clarifications

Any request for clarification must be made in writing through the email: procurement.southsudan@actionafricahelp.org Strictly and must be received not later than **Friday the 16th of March 2018 at 4:00 pm local time.**

Deadline for the submission of the proposals

The deadline for the submission of the quotes will be strictly on **Tuesday the 26th March 2018 at 4:00 pm local time.**

Notification of the results

Only the successful and competitive bidder will be notified, and if you do not receive email communication within two weeks after the expiry of the dead line, consider your bids not successful.

Language for the bids

The language for the bids shall be English only, but no other languages to be used.

Disclaimer

This is only a Call for proposal and AAH South Sudan reserves the right to either amend or cancel it at any time with or without notice. In such cases, AAH South Sudan shall accept no liability whatsoever. The prospective bidder is wholly responsible for any and all costs related to the preparation and submission of their quotations.

The decision of the AAH South Sudan Procurement Review Committee shall be final.