**TERMS OF REFERENCE (ToR) FOR REQUEST FOR PROPOSALS**

**2024 NUTRITION AND MORTALITY SMART SURVEY**

**Background**

Help - Hilfe zur Selbsthilfe is a non-profit, independent organization founded in 1981 in response to the war in Afghanistan. Today, it operates globally, providing humanitarian assistance to those in need, particularly in Africa, Asia, and Europe. Help delivers immediate relief in times of disaster and supports sustainable reconstruction efforts. The organization is recognized by both national and international donors for its commitment to the highest standards of humanitarian aid, the transparent use of funds, and effective impact monitoring.

In South Sudan, Help strives to empower communities to meet their essential needs. To achieve this mission, the organization implements a multi-sectoral program that focuses on key activities, including Food Security and Livelihoods (FSL), Nutrition, and Water, Sanitation, and Hygiene (WASH). Help collaborates closely with the County WASH, Agriculture, and Health Departments to enhance county-wide programming and expand its outreach initiatives, particularly in Lakes State.

**Organizational Objectives**

The overarching objective of Help in South Sudan is to support South Sudanese communities in addressing their pressing needs and improving their resilience. To achieve this goal, Help is committed to:

1. **Enhancing Food Security**: Implementing sustainable agricultural practices and livelihood programs that bolster food production and access to resources.
2. **Improving Nutritional Outcomes**: Expanding outreach initiatives and nutritional support to address malnutrition among vulnerable populations, particularly children and pregnant and lactating women.
3. **Promoting Access to Safe Water and Sanitation**: Ensuring that communities have access to safe drinking water and adequate sanitation facilities to improve public health and hygiene practices.

Through these strategic objectives, Help aims to foster community resilience, promote well-being, and create sustainable pathways for development in South Sudan.

**Survey Objectives**

The overall objective of the survey is to estimate the prevalence of acute malnutrition among children of age 6-59 months and assess the mortality situation in Awerial County as well as possible underlying factors contributing to malnutrition such as morbidity and access to health services.

The specific objectives are;

* 1. To estimate the prevalence of global and severe acute malnutrition and chronic malnutrition amongst children aged 6 – 59 months.
  2. To determine retrospective crude mortality rates (CMR) and under five mortality rates (U5MR).
  3. To estimate the occurrence of two‐week retrospective morbidity in children 6‐59 months.
  4. To estimate the coverage of measles vaccination (9-59 months) and Vitamin A supplementation in the past six months among children aged 6-59 months as well as deworming in children 12-59 months.
  5. To assess household food security situation in the County.
  6. To establish the WASH practices, maternal and child care practices.
  7. To assess the prevalence of acute malnutrition in pregnant and lactating women (PLW) by use of MUAC.
  8. To establish the prevailing Infant and Young Child Feeding (IYCF) Practices

Analysis and recommendations gained from the data will be used to inform Help programming, as well as other stakeholders and international bodies interested in collecting data on Awerial County.

**General Expectations and Requirements**

It is expected that the work delivered will be of high quality. The following are general expectations and requirements of all contributors to the survey:

* 1. Strong consideration must be given to prevailing standards in nutritional and livelihood assessment, and significant deviation from current/recommended practices should be justified ahead of time in writing.
  2. The anthropometric measurements need to conform to the standards set by the South Sudan MOH and UNICEF. To ensure quality anthropometric measurements, the training guidelines as proposed by SMART guideline.
  3. Recommendations will extend to mitigation activities based on projections of nutritional status and contributing factors over the subsequent months. The key findings and programmatic recommendations, as well as other key decisions made by the Consultant, will be made in consultation with the South Sudan Country Director and officials of Help.
  4. The survey will be guided by and comply with the South Sudan SMART Survey Guidelines.

**QUALIFICATIONS and COMPETENCIES Education:**

* + - The consultant should preferably be a holder of a post graduate degree in public health, Public Health Nutrition, social sciences or related discipline.
    - Qualified and experienced consultant with Health and Nutrition background in surveys and assessments using SMART methodology.

**Work Experience**:

* + - A minimum of five years’ experience of managing or working in INGO environment.
    - Proven team leading and managerial experience
    - Knowledge of working with conflict-affected populations

**Languages:**

* + - Fluency in English is essential. Knowledge of local language and Juba Arabic are an added advantage.

**Technical Competencies:**

* + - The consultant must have a strong background in statistics and data analysis packages. Must know SPSS, EPI info and ENA for SMART and all relevant computer applications in general.
    - Excellent reporting and presentation skills.
    - Excellent knowledge of and experience with humanitarian guidelines and principles.
    - Fluency in English and local languages spoken in the working area is an advantage.
    - Computer literacy in ENA Software, MS Word, MS Excel and professional power point.

Willingness to travel extensively and work under pressure & meeting deadlines.

Ability to work in a multicultural and inter-sectoral environment.

* + - Ability to work collaboratively as a team with the other staff members.
    - Ability to coordinate, direct and supervise others to achieve a common goal.
    - Ability to live and work in an isolated area in conditions of limited comfort.

**Specific roles and responsibilities are as follows:**

The consultant will be ultimately responsible for the content and quality of the study and the final product of the report, including all technical aspects of the anthropometric survey. In consultation with the Help staff his /her duties will include, but are not limited to:

* 1. **Sampling and estimating the sample size:** Definition of the representative target population. The sample size will be determined by appropriate sampling techniques (ENA Software) and the chosen level of precision agreed upon.
  2. **Methodology:** SMART methodology with a random sample of residents, previous questionnaires revised and additional indicators will be added.
  3. **Quality Control:** A clear descriptive of the quality control mechanism that will ensure a quality survey.
  4. **Management of survey:** Meeting with the team daily in the morning and at the end of the day to get feedback of the work during the day and field visits during data collection exercise.
  5. **Management of data:** Data entry daily (this allows for detection of mistakes and correction of the mistakes the following day)
  6. **Survey reports:**
* Produce and submit a preliminary survey report and database to Help SMT and Nutrition Cluster for feedbacks and Validation within 2 weeks from end of data collection exercise.
* Producing the final survey report based on comments received from Help SMT, Nutrition Information Working Group, partners, and other stakeholders.
  1. **Availability:** Person should be available while at home when questions arise from the nutrition cluster committee (validation process) regarding the survey.
  2. **Oversight support:** The Consultant is required to provide oversight and technical support in the implementation of the Help Nutrition and Food Security Study, incorporating selected program and related concerns such as nutrition, health, water, and sanitation and food security in the Organization’s program area of Lakes State, Awerial County, South Sudan. The study is intended to provide current information to guide an Integrated Multi-sectoral emergency program in designated program areas of Awerial County.

**NB: Applications MUST include the following:**

* 1. Curriculum Vitae
  2. Cover letter,
  3. Description of proposed methodology,
  4. Proposed budget and work plan
  5. At least 2 example of previous SMART survey report previously written & approved (Help will keep it confidential) **TERMS OF THE CONTRACT**.

The general survey work will take place from the third week of November to the third week of December 2024, with the following activities expected:

1. Document Review - The level of effort expected from the Consultant for the review of relevant project documents and data collection tools is 2 days of work (which may be broken into several partial days). Final endorsement of the research tools is the responsibility of the Consultant.
2. TOR – The consultant will produce a two-page TOR submitted to Nutrition Information Working Group for approval before travel to the field
3. Travel - The Consultant should arrive in Juba in the third week of November 2024.
4. Planning- The consultant will be involved in planning and development of sample frame before training
5. Training - Training will be conducted in Awerial county headquarter for survey enumerators.
6. Fieldwork - The study’s field work will take place from 1st week of December 2024 and includes Saturdays, and Sundays. The Consultant is scheduled to be present for 15 days of training and data collection before leaving the field.
7. Data Entry - Data entry will be performed by the consultant. Data entry is expected to be completed within 5 days of data collection.
8. Data analysis and submission of preliminary results – A draft report is due 2 weeks after data entry from consultant. The level of effort expected from the Consultant is 5 days of work. During this time, a 2-3-page document on the preliminary findings and datasets is also required, for submission to Help and Nutrition Information Working Group following SMART result reporting format.
9. Review - Feedback from Help staff, Nutrition Information Working Group and program partners is due no more than 1 week after receipt of the draft report.
10. Compilation of final results and final report – A final report is due 1 week after receipt of feedback from Help and project partners. The level of effort expected from the Consultant is 2 days of work. Final report is subject to the approval from Nutrition Information Working Group in Juba.

**Deadline for Application**

Proposals must be submitted no later than 30th October 2024.

Proposals must contain a proposed methodology, work plan, and budget.

Proposals can be submitted to: Procurement-ssd@help-ev.de

**10. Contact Information**

For any inquiries regarding this ToR, please contact: [procurement-ssd@help-ev.de](mailto:procurement-ssd@help-ev.de)

**NB: The consultancy is for a period of 22 days spread from 18th November to 9th Dec 2024**