

## **TERMS OF REFERENCE – PART A**

### **Technical Assistance to the Africa Centres for Disease Control and Prevention (Africa CDC) Accreditation and Application to the Pandemic Fund**

#### **1 BACKGROUND INFORMATION**

The Africa Centres for Disease Control and Prevention (Africa CDC) is a continental autonomous health agency of the African Union established to support public health initiatives of Member States and strengthen the capacity of their public health institutions to detect, prevent, control and respond quickly and effectively to disease threats. Africa CDC works to build the capacity of public health institutions across Africa to strengthen the timeliness and effectiveness of public health responses.

As an integral part of the African approach to pandemic prevention, preparedness and response, the African Union and Africa CDC initiated Africa’s New Public Health Order, which aims to set the course for how Africa deals with its public health realities. The New Public Health Order is built on five pillars, four of which all relate to the high-impact priorities set out in the Pandemic Fund, namely surveillance and early warning, laboratory systems and health workforce.

The Pandemic Fund is a multi-stakeholder global partnership, with its Secretariat hosted by the World Bank. The Pandemic Fund provides a dedicated stream of additional, long-term financing to strengthen pandemic prevention, preparedness and response (PPR) capacity and capabilities in low- and middle-income countries and to address critical gaps through investments and technical support at the national, regional, and global levels.

The Pandemic Fund launched its first funding round in January 2023, calling upon Eligible Countries, Regional Entities, and Implementing Entities to submit proposals for potential projects eligible for financial support. As a collaborative partnership facilitated by the World Bank and with technical leadership from the WHO, the Pandemic Fund involves donor countries, co-investors, foundations, and civil society organizations. The Fund's Governing Board has approved around \$300 million in financing for its initial round, aimed at strengthening countries' abilities to prevent, prepare for, and respond to future pandemics.

Africa CDC has expressed interest in applying for the Fund, leveraging its six years of operational experience to support member states in pandemic-related efforts. However, Africa CDC has not yet been accredited by the Pandemic Fund to be an Implementing Entity (IE), which is necessary for it to access this funding independently on behalf of African nations. Due to this, Africa CDC is unable to participate in the first call for Expressions of Interest, and Call for Proposals as well. There is increasing recognition of the importance of regional strategies and action on pandemic preparedness and response complementing the efforts at national level, and the mandates of regional institutions like Africa CDC is expected to be fit for purpose to serve as convening and coordinator of regional applications and actions.

To this end, this Technical Assistance support is required to support Africa CDC in the process of accreditation to be an implementing Agency and subsequently to support Africa CDC in preparing regional funding applications to implement actions under the Pandemic Fund.

## 2 OBJECTIVE, PURPOSE & EXPECTED RESULTS

- Global objective: The objective of this technical assistance support will be to facilitate the accreditation of Africa CDC to be an implementing agency of the Pandemic Fund and to provide specific capacity building support in preparing applications for funding.
- Specific Objective:
  - Coordinate, lead, and support the drafting of the Africa CDC application to become an IE, ensuring compliance with Financial Intermediary Fund process and requirements.
  - Provide detailed formulation of Africa CDC's role, complementarity, and support to the objectives of the Pandemic Fund.
  - Identify and present relevant Africa CDC capabilities, procedures, and processes required for the application.
  - Identify potential supporters (optional, depending on self-submission or third party supported application).
- Requested services, including suggested methodology<sup>1</sup>
  - To deploy one senior expert on a full time position for up to 6 months.
- Required outputs: The technical expert will deliver on the following outputs in line with specific tasks to be agreed with the Africa CDC:
  - Contribution to the operationalization of capacity building for Africa CDC systems in preparation for Pandemic Fund accreditation.
  - Preparation of a concise report presenting findings from the accreditation readiness assessment, along with recommendations and an action plan.
  - Support in the development of proposal for potential projects, including theory of Change encompassing the entire project.
  - Comprehensive result management framework outlining expected outcomes and SMART indicators of progress for the entire project, along with separate or complementary result management frameworks for each country included in the proposal.
  - Overall risk framework that includes analysis of key organizational, institutional, and political risks, assessing likelihood and impact levels, and proposing corresponding mitigation measures for each risk.
  - Detailed list of proposed activities, with a timeline specified for each country included in the proposal.
- Language of the Specific Contract: English
- Management team member (presence required or not for briefing and/or debriefing)
  - Thomas Huyghebaert, Head of Policy and Cooperation, EU DEL AU
  - Maria Luisa Troncoso, Team Leader, EU DEL AU
  - Aklilu Desta, Programme Officer, EU DEL AU

## 3 LOGISTICS AND TIMING.

Please refer to Part B of the Terms of Reference.

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<sup>1</sup> Contractors should describe how the action will contribute to the all cross cutting issues mentioned above and notably to the gender equality and the empowerment of women. This will include the communication action messages, materials and management structures.

## **4 REQUIREMENTS**

Please refer to Part B of the Terms of Reference.

## **5 REPORTS**

Please refer to Part B of the Terms of Reference.

## **6 MONITORING AND EVALUATION**

- Definition of indicators: the delivery of services on the contract will be measures in accordance with the following performance indicators:
  - progress on Accreditation of Africa CDC to be an implementing agency of the Pandemic Fund,
  - Number of technical services/capacity building support provided to Africa CDC.

## **7 PRACTICAL INFORMATION**

Please address any request for clarification and other communication to the following address (es):  
< [delegation-african-union-fcs@eeas.europa.eu](mailto:delegation-african-union-fcs@eeas.europa.eu) >

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# TERMS OF REFERENCE – PART B

## BACKGROUND INFORMATION

### 1. Benefitting Zone

Africa

### 2. Contracting authority

The European Union, represented by the European Commission, B-1049 Brussels, Belgium.

### 3. Contract language

English

## LOCATION AND DURATION

### 4. Location

- **Technical Assistance to Africa CDC:**
  - Normal place of posting of the specific assignment: Addis Ababa, Ethiopia
  - Mission(s) outside the normal place of posting and duration(s):

### 5. Start date and period of implementation

The indicative start date is 01/09/2023 and the period of implementation of the contract will be 9 Month(s) from this date (indicative end date: 28/05/2024).

## REQUIREMENTS

### 6. Expertise

For this assignment, one individual expert must be proposed for each position.

The expertise required for the implementation of the specific contract is detailed below.

- **Technical Assistance to Africa CDC:**
  - General description of the position: The technical assistant is expected to support Africa CDC in the following areas: o Coordinate, lead, and support the drafting of the Africa CDC application to become an IE, ensuring compliance with Financial Intermediary Fund process and requirements. o Provide detailed formulation of Africa CDC's role, complementarity, and support to the objectives of the Pandemic Fund. o Identify and present relevant Africa CDC capabilities, procedures, and processes required for the application. o Identify potential supporters (optional, depending on self-submission or third party supported application).
  - Expert category: Cat. I (>12 years of experience)

- Qualifications and skills required: Master's degree in law, international relations, economics, public policy, global health, or development studies
- General professional experience: Expertise demonstrated by a consolidated experience of over 12 years in the fields related to Development Financial Institutions, public policy, or multilateral public health
- Specific professional experience: Specific experience in the following areas:
  - Preparation and financial management of World Bank financed initiatives
  - Conducting fiduciary appraisals, conducting supervision of World Bank grants and loans,
  - Experience with Financial Intermediary Funds, (accreditation process, fiduciary standards, risk assessment and compliance checks, etc).
  - Ability to operate in both private, public and international cooperation environments, demonstrated by successful assignments in each category.
  - Experience working with World Bank processes and applications.
  - Familiarity with African Union legal statutes, policies, and processes.
- Language skills: English; French will be added advantage.
- Number of working days: **160** days

## **7. Incidental expenditure**

The provision for incidental expenditure covers ancillary and exceptional eligible expenditure incurred under this contract. It cannot be used for costs that should be covered by the contractor as part of its fee rates, as defined above. Its use covers:

The provision for incidental expenditure for this contract is EUR 10,000. This amount must be included unchanged in the budget breakdown.

If applicable, see part A of the Terms of Reference for more details on the use of the incidental expenditure.

## **8. Lump sums**

No lump sums provided for in this contract.

## **9. Expenditure verification**

An expenditure verification report is required for final payment only.

The provision for expenditure verification covers the fees of the auditor charged with verifying the expenditure of this contract in order for the contracting authority to check that the invoices submitted are due.

Tenderers are required to indicate, in their “Organisation and Methodology”, the name and address of the proposed auditor or audit firm that will be in charge of producing the expenditure verification report(s).

The provision for expenditure verification for this contract is EUR 4,000. This amount must be included unchanged in the budget breakdown.

## 10. Other items defined by Contracting Authority

No other items provided for in this contract.

## REPORTS AND DELIVERABLES

### 11. Reports and deliverables requirements

<b>Title</b>	<b>Content</b>	<b>Language</b>	<b>Submission timing or deadline</b>
Progress report	Interim report	English	Every 3 Month(s)
Final report	Final report	English	Within 1 Month(s) After the project end