



Building Resilient Communities for Sustainable Development

Terms of Reference

For

Participatory Epidemiology Network for Animal and Public Health (PENAPH) Certified
Trainer

Rural Agency for Community Development and Assistance (RACIDA)

Synopsis of the Consultancy Opportunity (Individual Consultant / Registered firm)

Solicitation Reference No.	RACIDA/USAIDBHA-MDR2021/2022-6
Title of Solicitation	Consultancy services to carry out a participatory epidemiology training for veterinary services in Mandera County
Issuing Office & Address	Rural Agency for Community Development and Assistance (RACIDA) Website: www.racida.org
Point of contact for clarifications, questions and amendments	RACIDA General Procurement, Procurement@racida.org
Email Address for submission of Proposals/ Quotes	RACIDA General Procurement, Procurement@racida.org
Solicitation Issue Date	4 th October 2021
Initial Deadline for Submission of Proposals	17 th October 2021 5 PM EAT
Award Type	Consultancy Agreement
Category	Training
Place of Training	Mandera County
Submission and Evaluation Criteria	<p>Bidder must provide the below listed information</p> <p>Mandatory Eligibility Requirement</p> <ul style="list-style-type: none"> i. Certification as a trainer in Participatory Epidemiology ii. Hold at least a Bachelor's degree in Veterinary Medicine, Public Health or any other livestock related qualification with proven experience in participatory epidemiology iii. Must submit CV iv. Proven experience of disease surveillance work in ASAL areas of Kenya v. Excellent analytical, presentation and writing skills <p>Technical Evaluation Criteria</p> <ul style="list-style-type: none"> i. Consultant Academic and Professional Qualification-35% ii. Consultant's Prior Work Experience- 20% iii. Methodology/Approach- 35% iv. Language and analytical skills -10% <p>NB. The minimum technical score shall be 75%.</p>

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1. Background and Rationale

Livestock and agriculture remain the foundation of livelihoods in Mandera County. Over 90% of the population in Mandera County rely on agriculture, and similarly, 84% of Mandera rely on livestock production. In times of drought, livestock populations are under acute threat,¹ and livestock recovery efforts are complicated by cyclical natural disasters. In times of drought, livestock populations are under acute threat,² and livestock recovery efforts are complicated by cyclical natural disasters. The prevalence of livestock diseases, such as Contagious Bovine Pleuropneumonia (CBPP), CCPP, Peste des Petits Ruminant, and Rift Valley Fever (RVF), continue to affect the livestock sector as poor capacity and knowledge continues to hamper effective disease surveillance in Mandera County.

As such, RACIDA through its USAID funded Integrated emergency response to the triple crisis of drought, COVID-19, and desert locusts in Mandera County, Kenya (IETC) project, will work to fill the gaping gap in effective disease control by strengthening the capacities of animal health service professionals (veterinarians) and Community Disease Reporters (CDRs) to apply Participatory Disease Surveillance (PDS). The use of participatory approaches will improve our understanding of the patterns of diseases in the target populations, disease surveillance systems for early detection, rapid response, and effective control of zoonotic diseases at the community level.

2. Purpose of the TOT

- To develop Trainer's manual based on the Participatory Epidemiology 10-day introductory training guide.
- To provide training of trainers on the knowledge and practical implementation approaches of participatory disease surveillance through a 10-day training.
- Oversee a 15-day practical study as required in the Participatory Epidemiology Training Manual with focus on various livestock diseases using PE methods.
- Document the learning process.

3. Composition of Trainees

- The direct beneficiaries of the project are health service professionals (veterinarians).
- will be facilitated by the selected PENAPH certified trainers using the PE Introductory training manual.

4. Outputs and Deliverables

The consultant shall deliver the following:

- A training guide for Participatory Epidemiology to be used
- Review of the livestock diseases and how PE can be applied in their investigations and control for the PE
- Train 16 veterinary officers and a senior representative selected by the county livestock department

¹ During the 2011 drought, between 40-60% of the livestock population was wiped out in Mandera County

² During the 2011 drought, between 40-60% of the livestock population was wiped out in Mandera County

- Carry out the evaluation of the training at the end of the training.
- A final report of the training that include the following:
 - Methodology employed by the consultant;
 - List of those in attendance;
 - Report from Phase 1 (10-day training)
 - Final Report of Phase 2 (15-day field study) findings

5. Expected Methodology

A participatory, practical, and evidence-based approach will be assumed during the 10-day training period and 15-day study. Some of these approaches will include:

- Training Manual
- PowerPoint presentations
- Group work and presentation
- Case studies
- Field Work

6. Duration of Assignment

The consultant is expected to be contracted end of October 2021. Upon award of the consultancy, the consultant is expected to commence the training within a period of 27 days. RACIDA expects the consultant to carry out all the works including submission of the relevant reports within 30 days (Phase one 10 days training, Phase 2 15 days EP study findings, and remaining days for reporting) effective the day of contracting.

7. RACIDA Responsibilities

- Training facilities, and materials
- Identification of trainees
- Provision of PE introductory training manual

8. Qualifications and Experience of Consultant

The independent consultant/consultancy firm must demonstrate experience and expertise as follows:

- Hold at least a Bachelor's degree in Veterinary Medicine, Public Health or any other livestock related qualification with proven experience participatory epidemiology.
- Certification as a trainer in Participatory Epidemiology (PENAPH certification preferred).
- Proven solid experience of disease surveillance work in the ASAL areas of Kenya.
- Previous and/or current experience in similar assignment with Government of Kenya and/or NGO preferred.
- Good knowledge and experience in community-based initiatives.
- Excellent analytical, presentation and writing skills.
- Experience in qualitative data gathering and analysis.
- Ability to lead multi-disciplinary teams

9. Evaluation Criteria:

Evaluation Criteria	Sub criteria/Description	Score
Consultant Academic and Professional Qualification	<ul style="list-style-type: none"> • Hold at least a Bachelor's degree in Veterinary Medicine, Public Health or any other livestock related qualification with proven experience participatory epidemiology. • Certification as a trainer in Participatory Epidemiology (PENAPH certification preferred). 	35%
Consultant Prior Work Experience	<ul style="list-style-type: none"> • Proven solid experience of disease surveillance work in the ASAL areas of Kenya. • Previous and/or current experience in similar assignment with Government of Kenya and/or NGO preferred. • Good knowledge and experience in community-based initiatives. 	20%
Methodology/Approach	<p>Understanding of the terms of reference that includes:</p> <ol style="list-style-type: none"> Outline of methodology and approach of implementing this assignment. Proposed assignment plan that includes clear timelines for the assignment that demonstrates the understanding of the assignment expectation. Detailed financial proposal and budget breakdown based on expected daily rates and initial work plan. The budget should be inclusive of all costs required to complete the activities, such as logistics and training materials. <p>Technical Proposal Maximum 15 pages</p>	35%
Language and analytical skills	<ol style="list-style-type: none"> Strong analytical and information presentation skills Fluency in English is mandatory. Designing training plans and modules based on PE training guidelines Excellent interpersonal and communication skills, including the ability to communicate and work with a wide range of stakeholders in a participatory, respectful, collaborative manner, and to enhance effective work relationships. 	10%

Only consultants scoring 75% or above will be invited to participate in the next round of procurement: presentation of technical bids.

10. Application requirement

- Technical proposal detailing understanding of the task, proposed methodologies of the consultancy, expected activities and deliverables (Must be submitted in PDF format).
- Financial proposal submitted in KES and not any other currency. The financial proposal should indicate only the professional fees required to complete the assignment. The training venue and catering will be the responsibility of RACIDA to provide.
- Detailed CVs of all professional(s) who will work on the Consultancy Assignment.
- If applying as a firm, the consultant must provide Certificate of Incorporation/Business Registration
- If applying as a firm, the consultant must submit a valid tax compliance certificate.
- The firm/individual consultant shall not be sanctioned or blacklisted by any government or institution.

Professional references: Please provide at least 3 references from your previous clients and full contact details of the referees.