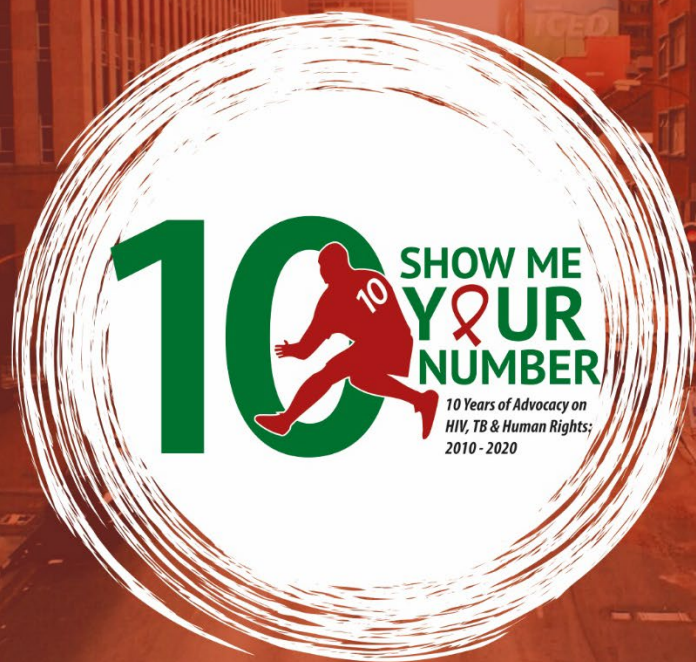


Terms of Reference for eLearning Module on Pandemic Preparedness, Prevention & Response



SHOW ME YOUR NUMBER HIV PREVENTION PROJECT NPC

Effective Date: 01 October 2023

End Date: 30 October 2023

SECRETARIAT
Sport, Arts & Culture Sector

MEMBER

IMPLEMENTING AGENCY



ADVERT: TERMS OF REFERENCE

Table of Contents

INTRODUCTION TO TERMS OF REFERENCE.....	3
INTRODUCTION.....	3
BACKGROUND	4
VISION 4	
MISSION	4
VALUES.....	4
TERMS OF REFERENCE QUOTATION SUBMISSION.....	5
REQUEST FOR QUOTATIONS RULES.....	5
SCOPE OF WORK.....	5
DURATION.....	6
DELIVERABLES	6
PAYMENTS	6
QUALIFICATIONS.....	6
APPLICATION PROCESS.....	6
EVALUATION AND SELECTION	6



INTRODUCTION TO TERMS OF REFERENCE

INTRODUCTION

Show Me Your Number HIV Prevention is seeking to appoint an e-Learning Module Development Consultancy to support and enhance our media efforts in Pandemic Preparedness, Prevention and Response. This document outlines the Terms of Reference (ToR) for e-Learning Module Development Consultancy to be appointed to deliver an e-Learning Module and promote it via webinars during the period October, November, and December 2023.

The primary focus of the consultancy is to upscale the work being done via the SANAC CCF & CSF understanding of Pandemic Preparedness, Prevention and Response through an e-Learning Module. The content will emphasize Pandemic Preparedness linked to Gender-Based Violence (GBV), Pandemic Prevention linked to HIV response, and Pandemic Response linked to Universal Health Coverage. Additionally, the consultancy will include the Promotion of Prevention of Mother-to-Child Transmission (PMTCT), Tuberculosis (TB) Screening, HIV Counseling and Testing (HCT), and Treatment Adherence.

This involves giving special attention to strengthening the messaging and outreach related to Pandemic Preparedness, Prevention, and Response. The content to be developed and shared on these platforms will primarily revolve around the following key themes:

A. Pandemic Preparedness linked to Gender-Based Violence (GBV):

The consultancy will prioritize content that highlights the intersection between pandemic preparedness and the prevention and response to Gender-Based Violence, with a focus on educating and raising awareness about the impact of pandemics on GBV issues.

B. Pandemic Prevention linked to HIV response:

The content will aim to underscore the importance of preventing the spread of pandemics, with a specific emphasis on their connection to the HIV response. This may include information on strategies to reduce HIV transmission during pandemics.

C. Pandemic Response linked to Universal Health Coverage:

The consultancy will work to disseminate information related to the response efforts during pandemics and how these relate to achieving Universal Health Coverage. This may involve advocating for inclusive healthcare access and equity during pandemics.

Additionally, the consultancy will encompass activities related to the promotion of several critical health initiatives, including:

Prevention of Mother-to-Child Transmission (PMTCT):

Focusing on strategies and interventions to prevent the transmission of HIV from mother to child during pregnancy, childbirth, and breastfeeding.

Tuberculosis (TB) Screening:

Promoting the importance of early TB screening and detection, especially within the context of pandemic preparedness and response.

HIV Counseling and Testing (HCT):

Encouraging individuals to seek HIV counseling and testing services, emphasizing the role of testing in preventing and managing HIV during pandemics.

Treatment Adherence:

Stressing the significance of consistent and proper adherence to treatment regimens for individuals living with HIV and the potential implications for pandemic response and prevention.

In summary, the consultancy aims to improve the reach and impact of the SANAC CCF & CSF by developing an e-Learning Module on creating content that not only raises awareness about pandemic-related issues but also effectively links these issues to critical health and social topics, such as Gender-Based Violence, HIV prevention and response, and Universal Health Coverage. Additionally, the promotion of key health services, including PMTCT, TB screening, HCT, and treatment adherence, is an integral part of the consultancy's objectives.

Emphasizing Pandemic Preparedness, Prevention, and Response:

The core focus is on creating and sharing content that centers around these three key aspects: Pandemic Preparedness (preparing for potential health crises), Pandemic Prevention (strategies to prevent pandemics), and Pandemic Response (actions taken during and after a pandemic). This content will be featured prominently in social media reporting.

- **Linking Pandemic Preparedness to Gender-Based Violence (GBV):**
 - Social media reports will highlight the connection between preparedness for pandemics and the impact on Gender-Based Violence. This involves sharing statistics, stories, and strategies that show how GBV can be exacerbated during pandemics and what measures are being taken to address it.
- **Connecting Pandemic Prevention to HIV Response:**
 - Social media reporting will demonstrate the interplay between efforts to prevent pandemics and the HIV response. This includes sharing information on how pandemic prevention strategies can also contribute to reducing HIV transmission and risks.
- **Relating Pandemic Response to Universal Health Coverage:**
 - Social media posts will discuss how pandemic response measures can align with the goal of achieving Universal Health Coverage. This involves advocating for equitable healthcare access and emphasizing the importance of inclusive healthcare systems during pandemics.

Promoting Key Health Initiatives:

The consultancy will include social media reporting on specific health initiatives, such as Prevention of Mother-to-Child Transmission (PMTCT), Tuberculosis (TB) Screening, HIV Counseling and Testing (HCT), and Treatment Adherence. These reports will aim to raise awareness about the importance of these services, their accessibility, and their role in public health during pandemics.

In the context of social media reporting, this means that the consultancy will be responsible for creating, curating, and sharing content on the SANAC CCF & CSF social media and SMYN Online Radio platforms that align with these focus areas. The content should be informative, engaging, and relevant to the target audience, with the ultimate goal of increasing awareness, knowledge, and engagement on the specified topics. Additionally, the consultancy will be tasked with measuring the impact and reach of these reports on social media to assess the effectiveness of their efforts.

BACKGROUND

The consultancy is being commissioned to strengthen community engagement and education on pandemic preparedness linked to GBV, pandemic prevention linked to HIV Response, and pandemic response linked to UHC, with a particular focus on PMTCT, TB screening, HCT, and treatment adherence through development on an e-learning module. This product will be promoted and profile through use of various social media platforms and through webinars that will be linked to each module.

This effort aims to utilize the e-Learning Module as a medium to effectively communicate these key health and social messages to the public.

BACKGROUND ABOUT SHOW ME YOUR NUMBER HIV PREVENTION PROJECT NPC.

Show Me Your Number HIV Prevention NPC is non-profit company established in 2010 with the aim to

- To use Sport, Arts & Culture platforms to contribute towards eradication of HIV.
- To promote Sport, Arts & Culture as tools for social cohesion
- To raise consciousness and increase the number of men undergoing HIV Counselling and Testing and Male Medical Circumcision
- To promote and showcase the public commitment of sport, arts & culture personalities in the fight against HIV and promotion of social cohesion.
- To Advocate for a positive public image of Sport, Arts & Culture in nation building.

VISION

Show Me Your Number HIV Prevention NPC works to create a healthy society that is HIV-Free.

MISSION

Show Me Your Number HIV Prevention NPC exists to help eradicate HIV infections by using Sports, Arts and Culture as a vehicle for advocacy and raising awareness.

VALUES

Show Me Your Number HIV Prevention NPC is fully committed in the following values as a strong tool that will assist in creating a healthy society that is HIV free:

- Innovation
- Openness
- Commitment
- Integrity
- Collaboration
- Sustainability

1. The Show Me Your Number operates from offices Office 201, 2nd Floor, 108 Fox Street House, Gandhi Square, Marshalltown, Johannesburg, 2001
2. This TOR is subject to the Preferential Procurement Policy Framework Act No. 5 of 2000 and the Preferential Procurement Regulations, 2017, the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract. Where, however, the special conditions of contract conflict with the general conditions of contract, the special conditions of contract prevail.
3. Show Me Your Number is inviting quotations from potential service providers for the services described in the below:
Graphic Design & Printing Consultancy

TERMS OF REFERENCE QUOTATION SUBMISSION

4. TOR documents must be emailed to procurement@showmeyournumber.org.za
5. Quotations will only be considered if received by the Show Me Your Number HIV NPC on or before the closing date and time.
6. Late submissions will not be accepted.

REQUEST FOR QUOTATIONS RULES

7. The following rules will apply for this Quotation:
 - 7.1. Price(s) quoted shall be valid for a period of 30 days from the closing date and time this TOR.
 - 7.2. Only an official order form issued by the Finance Department or Finance & Administration Manager will bind the Show Me Your Number HIV Prevention Project NPC.

SCOPE OF WORK

8. The appointed e-Learning Module Consultancy will be responsible the following:
 - 8.1. Research content on the following topics that will form the core of the e-Learning Module
 - 8.1.1. Linking Pandemic Preparedness to Gender-Based Violence (GBV)
 - 8.1.2. Connecting Pandemic Prevention to HIV Response
 - 8.1.3. Relating Pandemic Response to Universal Health Coverage
 - 8.2. Design e-Learning tool using the content developed
 - 8.2.1. The tool should include a mix of content and audio-visual
 - 8.2.2. A test at the end of each module to assist the learner to assess their competency and understanding
 - 8.3. Curate and maintain the e-Learning platform using available and user-friendly technical tools
 - 8.4. Host a webinar to engage the CSF and CCF leaders and members of the public about the e-Learning Module
 - 8.4.1. Linking Pandemic Preparedness to Gender-Based Violence (GBV) on the 25th Nov 2023 to coincide with the start of 16 days of activism against GBV
 - 8.4.2. Connecting Pandemic Prevention to HIV Response on the 1st of December 2023 to coincide with World AIDS Day commemoration.
 - 8.4.3. Relating Pandemic Response to Universal Health Coverage on 12 December 2023 to coincide with the Universal Health Coverage Day
 - 8.5. Content Delivery:
Ensure that the e-Learning MOdule are accessible through online platforms (web and social media) to allow a broad audience to access and engage with the content over and above the physical delivery that will take place.
 - 8.6. Compliance:
Ensure that all content adheres to ethical guidelines and meets the standards for content provided on Pandemic Preparedness, Pandemic Prevention and Pandemic Response.

- 8.7. Monitoring and Reporting:
Monitor implementation and provide a report at the end of the project.

DURATION

The consultancy will cover the months of October, November, and December 2023.

DELIVERABLES

9. The following deliverables are expected from the e-Learning Module Development Consultancy:
- 9.1. Research content on the following topics that will form the core of the e-Learning Module
 - 9.1.1. Linking Pandemic Preparedness to Gender-Based Violence (GBV)
 - 9.1.2. Connecting Pandemic Prevention to HIV Response
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 - 9.2. Design e-Learning tool using the content developed
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 - 9.4.3. Relating Pandemic Response to Universal Health Coverage on 12 December 2023 to coincide with the Universal Health Coverage Day

PAYMENTS

10. Payment for the consultancy services will be made as per the agreed terms and milestones.

QUALIFICATIONS

11. The e-Learning Module Development Consultancy should possess the following experience:
- 11.1. Proven experience in e-Learning Module Development particularly in the context of public health, social issues, and community engagement.
 - 11.2. Experience in graphic design
 - 11.3. Knowledge and understanding of e-Learning Module Development
 - 11.4. Expertise in content development for health practitioners

APPLICATION PROCESS

12. Interested consultancies should submit their proposals, including details of relevant experience and a proposed work plan. The deadline for submission is 30 October 2023

EVALUATION AND SELECTION

13. Proposals will be evaluated based on the relevance of experience, qualifications, and the proposed approach. Show Me Your Number HIV Prevention Project NPC reserves the right to select the consultancy that best meets the project's needs.

NOTES

14. This Terms of Reference is intended as a guideline. The final Terms of Reference may vary based on the specific requirements of Show Me Your Number HIV Prevention Project NPC.