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BID/RFQ NUMBER:	
CLOSING DATE:	09 August 2024
CLOSING TIME	14h00PM
BID VALIDITY PERIOD:	14 Days
DESCRIPTION OF BID:	Terms of reference for an appointment of a service provider to implement the Human Rights Communication Strategy for HIV, TB & STIs for Key & Priority Populations.
RFP/ RFQ TO BE EMAILED TO THE FOLLOWING EMAIL ADDRESSES:	
<ul style="list-style-type: none">- Email address: Mbali@sanac.org.za (Procurement Queries)- Copied: Sewele@sanac.org.za (Technical Queries)- Copied: mlungisi@sanac.org (Technical Queries)	
Email submission is accepted for this request	

1. BACKGROUND

South Africa (SA), with a dual burden of HIV and TB, remains the epicenter of the HIV epidemic. SA had approximately 8.2 million people living with HIV (PLHIV) in 2022 and is one of the countries with the highest incidence of TB (615 per 100,000 population in 2019). There are an estimated 600,000 undiagnosed PLHIV in SA, and 60% of individuals diagnosed with TB are co-infected with HIV. Achieving HIV and TB epidemic control remains a priority for the SA government and relevant stakeholders. The South African National AIDS Council (SANAC) is mandated to develop, coordinate, manage, and monitor the implementation of the country's 5th National Strategic Plan (NSP) for HIV, TB, and STIs 2023-2028. The NSP provides the strategic framework for a multi-sectoral approach that is people- and communities- centered to overcome the HIV, TB, and STI epidemics.

The country remains committed to the Joint United Nations Programme on HIV/AIDS (UNAIDS) targets that aim to ensure that by 2030, 95% of PLHIV know their HIV status, 95% of people diagnosed with HIV receive sustained ART, and 95% of people on ART are virally suppressed.

The country is also committed to UNAIDS 10-10-10 targets for 2025, that calls for less than 10% of countries to have legal environments that deny access to justice and for less than 10% of people with HIV and key populations to experience stigma and discrimination. The final set of targets focuses on getting to less than 10% of women, girls, people with HIV and key populations to experience gender inequality and violence.

The National Strategic Plan (NSP) for HIV, TB and STIs: 2023 – 2028 recognises that, despite South Africa being recognised globally for its positioning and response to human rights, there are still important gaps to close with regards to the full implementation of the human rights agenda, particularly for key and vulnerable populations. Goal 1 of South Africa's National Strategic Plan for HIV, TB and STIs 2023-2028 aims to ground the response to HIV, TB and sexually transmitted infections (STIs) in human rights principles and approaches, to reduce stigma and discrimination, ensure equal treatment for all and to increase access to justice in the context of HIV, TB and STIs for all key and other Priority populations.

Creating public awareness of the work of the National Human Rights Programme across all sectors of South African society and to further demonstrating that leaders of various sectors of South African society care about Human Rights-related barriers to HIV, TB & STIs Services will assure dignity for the key & other priority population. This will further strengthen and amplify the voices of key and priority populations in the public discourse and media with efforts to increase the exchange of credible information to educate the South African society on human rights-related barriers to HIV & TB Services and encourage the reduction of stigma and discrimination and increase access to justice in the national HIV response by highlighting various linkages with other interventions to reduce human rights-related barriers to HIV, TB & STIs services. The service provider working within the Human Rights and HIV, TB & STIs programs will create greater public awareness of key and priority populations' rights, issues and stories through social media and other digital platforms. the

interventions and support for HIV, TB & Human Rights for Key and other Priority Populations.

2. SERVICE AND SCOPE

SANAC is looking for service providers to rollout a comprehensive Human Rights Communication Strategy for HIV, TB & STIs with a specific focus on Key and Priority Populations to create greater public awareness, education, empowerment and linkage of violated persons to relevant service points.

The scope of work for the project includes:

- Execute a milestone-driven communications strategy to engage and educate South African society on stigma, discrimination and violence experienced by key and priority populations and the ways in which that impacts on health rights and access to HIV, TB & STIs Services.
- Create advocacy and awareness opportunities that will strategically drive targeted information to decision-makers, impact of punitive / discriminatory laws, policies and practices.
- Advocacy opportunities should be sought out to create greater awareness of Key & Priority Populations rights and roles in protecting and promoting rights.
- Utilise community media to amplify messaging to key & Priority populations that are in remote or hard-to-reach pockets of the country in an effort to strengthen and amplify the voices of key and vulnerable populations in the public discourse and media, as well as to encourage non-discrimination, acceptance, and support for key & priority populations in all sectors of society.
- Design and implement a digital strategy that leverages on emerging online tools and mediums to enhance the Human Rights programme to create awareness of and encourage key and priority populations' access to interlinked human rights programme which is designed to respect, protect, promote and fulfil their rights and access to justice.

3. EXPECTED DELIVERABLES

SANAC is looking for service providers to design and rollout a comprehensive Human Rights Communication Strategy for HIV, TB & STIs for Key and other Priority Populations across government to create greater public awareness, educate, empower and link violated persons to available service points.

- Design and execute milestone driven and comprehensive communications strategy to engage and educate South African society on stigma, discrimination and violence experienced by key and priority populations

and the ways in which these impacts on health rights and access to HIV, TB & STIs Services.

- The Strategy must consider all touchpoints and tactics for a comprehensive and targeted national rollout.
- Create advocacy and awareness opportunities that will strategically drive targeted information to decision-makers, impact of punitive / discriminatory laws, policies and practices. Advocacy opportunities should be sought out to create greater awareness of Key & Priority Populations rights and roles in protecting and promoting rights
- Utilise community media to amplify messaging to key & Priority populations that are in remote or hard-to-reach pockets of the country in an effort to strengthen and amplify the voices of key and vulnerable populations in the public discourse and media, as well as to encourage non-discrimination, acceptance, and support for key & priority populations in all sectors of society.
- Design and implement a digital strategy that leverages on emerging online tools and mediums to enhance the Human Rights programme to create awareness of and encourage key and priority populations' access to interlinked human rights programme which is designed to respect, protect, promote and fulfil their rights and access to justice.
- Propose and make use of prominent multimedia platforms for maximum reach.
- Consider non-traditional approaches such as the use of influencers to maximise reach.
- Document key implementation milestones of the Human Rights Charter for HIV, TB, and STIs for Key and priority Population for public dissemination through media and other platforms.

4. QUALIFICATIONS AND EXPERIENCE

SANAC Trust intends to contract a service provider or consultant with extensive experience that includes:

- Proven track record in PR, Marketing and Communications Campaigns (portfolio of evidence to be submitted with the proposal)
- Offer innovative media solutions and communications channels (list them in the proposal and provide rationale for each)
- Experience in executing at least three successful human rights or health-related campaigns (to be included in the portfolio of evidence) – this is non-negotiable.
- Minimum of a three-year qualification in Public Health, Health sciences, Social Sciences or related.
- At least five years' experience in the field of HIV and AIDS, TB and STIs or Human Rights.

- Demonstrate previous experience in development of an advocacy plan for HIV, TB & STIs or Human Rights submit at least three references from similar appointments.
- Good domain and understanding of the context of human rights issues of key and vulnerable populations.
- Demonstrate knowledge of the South Africa Human Rights Plan.
- Good experience in issues of HIV and TB in the context of key populations particularly of Human Rights related aspects.
- Knowledge and/or understanding of the SANAC and its stakeholders, with strong stakeholder management skills and experience working at different levels of the South African Government Structure.

Reporting Line

The service provider will be expected to report to the Human Rights Manager, Communications Manager and other SANAC Delegated officials as required.

5. TIMELINES

The consultation is for a 5-month period between 02 September 2024 to 28 February 2025 (*No implementation will done in January 2025*).

6. BUDGET

All service providers expected to submit a detailed budget breakdown that is all cost inclusive, with budget justification.

7. CRITERIA FOR SELECTION:

The selection of the best offer will be based on the combined scoring method:
Stage 1: The proposals will be evaluated on functionality. An evaluation panel will allocate points in respect of functionality according to the criteria set out on the functionality table.

	Maximum scores
<p>Detailed technical proposal demonstrating a clear process and methodology for delivering high-quality product in line with the ToR.</p> <ul style="list-style-type: none"> • 0 points = No Project Plan proposed • 15 points = Project Plan proposed however no clear deliverables or understanding of the SANAC Trust sector and its mandate. • 40 points = Detailed Project Plan and an indication of understanding of the project. 	40 Points
<p>Demonstrated knowledge of the Human rights for key and priority populations in the context of HIV/TB/STIs, by sharing examples of previous work with references.</p> <p>1=<1 year 2= 1-2 years 3=3-4 years 4= 5 years 5= 6-10 years</p>	30 Points
<p>Demonstrated related qualification, by sharing your CV Human rights for key and priority populations in the context of HIV/TB/STIs.</p> <p>1= 5 Years' experience 2= 6-7 Years experience 3= 7-8 Years experience 4=8-9 Years experience 5=9-10 Years experience</p>	30 Points

Stage 2: Bidders who obtained 70 on Functionality will be evaluated on Price & BEE using preference point system of 80/20 as per the below table:

Preference point system (80/20)	Weighting percentage (<i>Must add up to 100 %</i>)
Price	80% of 100 Points
BEE	20% of 100 Points
Total:	100%

i. Price Calculations

A maximum of 80/20 point system has been allocated to this bid on the following basis:

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{min} = Price of lowest acceptable bid

ii. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

8. ASSIGNMENT MANAGEMENT ARRANGEMENTS

The service provider will work under the overall guidance of the Human Rights and Community Systems Strengthening Programme Manager and The Human Rights Implementation Manager

9. PROPOSAL FORMAT

A detailed proposal in response to this ToR is due on 9th of August 2024 at 14h00pm containing all the information required to evaluate the bid against the requirements stipulated in these terms of reference document. Proposals should include the following attachments:

- i) **Annexure A:** Technical Proposal demonstrating ability to complete the assignment and produce a quality document as per scope of work detailed above
- ii) **Annexure B:** Summary of experience. Please attach your CV clearly stating your knowledge of the Human rights for key and vulnerable populations in the context of HIV/TB/STIs.
- iii) **Annexure D:** Financial plan must include pricing information. Price proposals should include VAT and should be fully inclusive of ALL costs to deliver the outputs indicated in the terms of reference. The service provider should also include budget notes to justify the cost items.
- v) **Annexure E:** CSD Summary report with a compliant status for the service provider
- vi) **Annexure F:** Reference letters of the previous work done
- vii) Successful Bidders will be required to complete the SBD Documents

NB: Service providers to attach their Valid BEE Certificates, Tax Clearance Certificate, Certified ID Copy, Vat Registration Certificate where necessary, CIPC Registration documents. Failure to submit these will invalidate your proposal.