



TERMS OF REFERENCE

Consultancy Title	Health Sector Waste Management Consultant
Duty Station	UNDP Mozambique Office with travel to Chimoio
Project	Health System Strengthening
Type of Contract	Individual Contract (IC) – Short Term
Application Deadline	23 March 2020 before 12:30 pm
Duration of Contract	20 (twenty) man-days
Expected starting date	01 April 2020

Background:

The United Nations Development Programme (UNDP) is the UN's global development network, advocating for change and connecting countries to knowledge, experience and resources to help people build a better life. We are on the ground in 170 countries and territories, working with governments and people on their own solutions to global and national development challenges to help empower lives and build resilient nations.

HIV, Health and Development Approach

UNDP is a founding cosponsor of the Joint UN Programme on HIV/AIDS (UNAIDS), a partner of the Global Fund to Fight AIDS, Tuberculosis and Malaria, and a co-sponsor of several other international health partnerships. UNDP's work on HIV, health and development leverages the organization's core strengths and mandates in human development, governance and capacity development to complement the efforts of specialist health-focused UN agencies. UNDP delivers three types of support to countries in HIV, health and development.

First, UNDP helps countries to mainstream attention to HIV and health into action on gender, poverty and the broader effort to achieve and sustain the Millennium Development Goals. Second, UNDP works with partners to address the interactions between governance, human rights and health responses. Third, as a trusted, long-term partner with extensive operational experience, UNDP supports countries in effective implementation of complex, multilateral and multisectoral health projects, while simultaneously investing in capacity development so that national and local partners can assume these responsibilities over time. The UNDP/Global Fund partnership is an important part of this work, facilitating access to resources for action SDG 3 by countries that face constraints in directly receiving and managing such funding. UNDP partners with countries in crisis/post-crisis situations, those with weak institutional capacity or governance challenges, and countries under sanctions.

UNDP's Partnership with the Global Fund

UNDP partners with the Global Fund to support and strengthen national responses to HIV, Tuberculosis and malaria. The objective is to ensure access to quality health services for all and enable all those living or affected by the diseases to live healthy, productive lives. The partnership leverages UNDP's mandate to strengthened institutions to deliver universal access to basic services and rebuilding

resilient health services in crisis and post-crisis settings, thus making a significant and measurable contribution to Outcomes 3 and 6 of UNDP's Strategic Plan and to SDG 3.

- UNDP supports the implementation of Global Fund programmes on an interim basis in 18 countries facing significant capacity constraints, complex emergencies, donor sanctions, or other difficult circumstances;
- Develops national capacity and strengthens national systems and, when possible, to gradually reduce the need for UNDP implementation support and to transfer the role of Principal Recipient to national entities;
- And transforms national responses to the 3 diseases by providing policy and technical support in areas of UNDP expertise and mandate, such as human rights, gender, sustainable financing and environmental sustainability, and reaching key populations at higher risk.

Health system strengthening and infrastructure works in Mozambique

In partnership with the National Tuberculosis Control Programme, the Central Medical Store of Mozambique, and the Global Fund, UNDP implements the "Health System Strengthening" Project for the construction, rehabilitation of warehouses and TB wards and shelters, as part of the grant agreements between the Ministry of Health of the Republic of Mozambique (MoH) with the Global Fund in the area of HIV and TB (MOZ-H-MOH, MOZ-T-MOH). UNDP supports the Ministry of Health, through the Central Medical Store of Mozambique (MISAU/ CMAM) to strengthen the capacities of the national medicine supply system and the national Tuberculosis Control Programme to provide quality health services to the population of Mozambique at national and local level, living in remote areas, in absolute poverty, which includes people living with HIV and AIDS, Multi-drug Resistant Tuberculosis (MDR-TB) and Malaria patients.

In Mozambique, the logistical system for the public health sector, covering pharmaceutical products and other health products, is managed centrally by two institutions: the Central Medical Store (CMAM) and the Supply Centre (CA). The CMAM manages the supply chain of medicines and other health products for the Ministry of Health. CMAM is responsible for the central level distribution of all pharmaceutical products for use in 1,392 health units. Mozambique's supply chain is structured according to the Government administration structures (National, Regional, Provincial, district and sub-district levels). The current Mozambique medical storage facilities are divided into four levels, and consist of 3 central warehouses, 11 provincial stores, 147 district stores and 1450 health centres. The current total storage capacity of the Mozambique medical warehouse network is 19,106 pallets. There are plans to expand the central medical warehouse in Maputo and reconstruct the Manica Provincial warehouse.

Under the "Health Systems Strengthening" Project, UNDP's intervention will contribute to the implementation of the CMAM Strategic Plan for Pharmaceutical Logistics (PELF). In phase I, UNDP will support the construction of Manica warehouse, five MDR-TB hospitals and seventeen waiting areas for the TB patients. In Phase II, UNDP will manage the rehabilitation of medical warehouses. UNDP support will contribute to the CMAM and NTP efforts to improve treatment outcomes for MDR-TB, infectious disease control, and storage conditions of the medicines, vaccines and other health products.

The main objective of the project is to strengthen the national health system by reinforcing the medical supply chain system management and enhancing the MDR-TB treatment outcomes through:

- I.) Improved safety, security and storage conditions of medicines, vaccines and other health products at sub-national level through the construction of a provincial warehouse in Chimoio (Phase I), the rehabilitation of medical warehouses (Phase II);
- II.) Improved conditions of clinical care for MDR TB patients through the construction of five new wards for multi-drug resistant patients and 17 waiting shelters in the TB clinics (Phase I).

The construction of Manica Warehouse includes an incinerator as a waste management initiative in order to reduce the environmental and public health impacts that can be caused by improper disposal of expired medicines, waste from vaccination campaigns and hospital waste.

There is an immediate need of defining the most suitable, efficient and operational waste solutions and prepare a Waste Management Plan. The proposed waste management plan for the Region will provide a long-term orientation to address the waste management in health sector.

Objective of the assignment

The objective of this consultancy is to develop the necessary documentation (as listed below in “duties and responsibilities”) in support of implementation of the activities related to waste management and incinerator.

The alignment with the country context is required, specifically with the sector legislation, in relation to the incinerator to be installed in Manica Intermediary Medical Warehouse. The Consultant is expected to also provide recommendation on scaling up.

Duties and Responsibilities

The Health Sector Waste Management Consultant is expected to:

- Collect and review existing legislation and regulations on waste management (and incinerators being used for health sector in country), in collaboration with key Ministries and development partners, in close coordination with MoH - CMAM;
- Define the area of intervention and achieve a comprehensive analysis of the health waste situation in area of intervention, liaising with the local authorities of the key sectors (Health, Environment, and others as recommended and relevant);
- Achieve a comprehensive analysis and gather information on type of waste and estimate expected quantity to be incinerated, as well as methodology of waste collection and transportation, in consultation with the key authorities at the different levels;
- Confirm that the incinerator model and specifications planned to be installed is the most suitable and efficient according to the analysis of the context, in support of accuracy of the procurement of the equipment;
- Work with the Environmental Consultant Firm, as applicable, to define the most appropriate location to deploy the incinerator in Manica Warehouse;
- Develop an operational waste management plan and budget (including price per kg incinerated), in consideration to the incinerator model previously defined, including incinerator installation, start-up and running processes of health products waste management, with recommendation for future expansion;
- Advise on adequate disposal and handling of ashes after incineration;
- Recommend on the most adequate, efficient, easy to operationalize scaling up solution for the health sector waste management, taking into account environmental impact, national priorities and available resources.
- Provide guidelines on use and maintenance of the incinerator, in support of future training of warehouse management staff team.

In order to fulfil the specific objectives above, the Consultant is advised but not limited to conduct the following activities:

- Conduct a health waste situation analysis, considering the existing waste management legislation, regulations and plans;
- Site inspection – Chimoio (Manica province);
- Develop the operational waste management plan in compliance with national directives and international standards, in consideration of the incinerator model and specifications under consideration;
- Develop budget for the operational waste management plan including maintenance cost;
- Develop user manual for handling of the incinerator adjusted to local context;
- Support the preparation of the tender documents of the incinerator;
- Hold consultation meetings with stakeholders, including but not limited to:
 - Ministry of Health, Ministry of Environment and other key Ministries;
 - CMAM;
 - Provincial authorities of different key sectors;
 - Expanded Vaccination Programme (PAV);
 - National Logistics Working Group partners;
 - Partners with experience with waste management;
 - Others, as relevant and proposed after the situation analysis.

Expected Deliverables

- Operational Waste Management Plan and Budget, to be adequate to the Manica Medical Warehouse Incinerator;
- Business plan/model (for the use and maintenance of the equipment), in perspective of long-term sustainability and according to the area national audit requirements;
- Guidelines on use and maintenance of the incinerator;
- Standard Operational Procedures / Manual for handling of the incinerator adjusted to local context;
- Training plan;
- Scaling up solution for the health sector waste management (e.g. from Chimoio to the Center Region);
- A final version of the documents is required in both English and Portuguese.

The Consultant will produce his/her schedule of activities and deliverables, based on his/her understanding of these terms of reference. The following is expected to feature in the schedule:

- Briefing and debriefing meetings with the UNDP team;
- Validation meeting with stakeholders; and
- Site visits to assess health waste situation in situ.

Travel

All travel costs will be covered by UNDP according to its rules and regulations. Travel, payment of travel costs including tickets, lodging and terminal expenses will be agreed upon, between UNDP and the Individual Consultant, prior to travel and will be covered and paid by UNDP. The fare will always be “most direct, most economical” and any difference in price with the preferred route will be paid for by the expert.

Logistic Arrangements

- The Consultant will be responsible for providing her/his own working station (i.e. laptop, internet, phone, scanner/printer, etc.) and must have access to reliable internet connection)

Reporting

The Consultant reports to the UNDP-MoH Programme Manager. A debriefing to the DRR-P&O on the deliverable's completion is expected at the end of the assignment.

The consultant may not make use of any unpublished or confidential information that has come to his notice during the period of his consultancy without the consent and prior no objection of UNDP Mozambique. This requisite is maintained after the consulting period is expired or terminated.

Competencies

Organizational Competencies:

- Demonstrates integrity by modelling the UN's values and ethical standards.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

Core competencies:

- Ability to work independently, deliver high quality outputs in a timely manner.
- Sound judgment, strategic thinking and the ability to manage competing priorities.
- Strong analytical and writing skills (structure, formatting, presentation).

Communication:

- Strong capacity to communicate clearly and quickly.
- Strong facilitation, negotiation and liaison skills.

Qualifications:

Education:

- A university degree in Public Health, Sanitary Engineering, Environment Engineering or related field.

Experience:

- At least 5 years of experience in the domain of public health, environment, engineering;
- Expertise in the area of waste management, including pharmaceutical waste, and familiarity with incineration site projects;
- Knowledge about waste management linked to vaccines;
- Demonstrated experience in completing similar assignment.

Language Requirements:

- Fluency in English and Portuguese is mandatory, both oral and written.

APPLICATION:

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

- **CV or Personal History (P11):** Applicants are required to submit CV or a P11 Form.
- **References:** Contact details of 3 references.
- **Financial Proposal:** Applicants requested to submit financial proposal. The financial proposal will specify the daily fee in USD per man-day. The total number of man-days for this IC is 20 man-days. The fee shall cover all expenditures including fees, health insurance, vaccination, local travel (place of residence to office and office to place of residence), cost of living and any other relevant

expenses related to the performance of services. Leave benefits (annual, sick, paternity, maternity) are not applicable to Individual Contractor and absent days including weekends and office holidays are not payable.

Interested applicants are advised to carefully review this advertisement and ensure that they meet the requirements and qualifications described.

Applicants are to submit:

- Letter to UNDP Confirming Interest and Availability indicating all-inclusive daily rate in USD).
- Signed CV detailing all previous assignments

Security: Individual Consultants are responsible for ensuring they have vaccinations/inoculations. Consultants are also required to comply with the UN security directives set forth under <https://trip.dss.un.org>

Incomplete applications will not be considered. Please make sure you have provided all requested materials.

Evaluation / Selection Process

All applicants will be screened against qualifications and the competencies set above. Candidates fully meeting the requirements will be further evaluated based on the criteria below.

Technical Criteria (CV review and Desk Review / Interview) – 70 % of total evaluation– max. 70 points

CV review: 30 points:

- Educational qualifications as defined in the ToR (10 points);
- Experience as defined in the ToR (20 points).

Only candidates who obtained **at least 70% of points from the CV desk review (who will score at least 21 points)** will be qualified for considering for desk review and/or interview.

Interview and/or: Desk Review: 40 points

- Experience in the area of waste management, including pharmaceutical waste, and familiarity with incineration site projects (20 points);
- Knowledge about waste management linked to vaccines (10 points);
- Experience in completing similar assignments (10 points);

Only those individual consultants who obtained **at least 70% of points from the interview (28 out of 40)** will be qualified for considering for financial proposal evaluation.

Financial Criteria - 30 % of total evaluation – max. 30 points.

Financial scores will be calculated using the formula [lowest offer / financial offer of the candidate x 30].

UNDP applies the **“Best value for money approach”** – the final selection will be based on the combination of the applicants’ qualification and financial proposal.

Payment Term

Lump-sum payable on instalments upon submission of the required outputs, time sheet, certification and approval of UNDP.