Contents

[General information 1](#_Toc146272893)

[Deliverables 3](#_Toc146272894)

[Requirements 4](#_Toc146272895)

[Qualifications of proposed staff 4](#_Toc146272896)

[Expert: 4](#_Toc146272897)

[General qualifications 4](#_Toc146272898)

[Experience in the region/knowledge of the country 4](#_Toc146272899)

[Tender requirements 4](#_Toc146272900)

[1. Specification of inputs 4](#_Toc146272901)

[2. Fixed lump sum price – contract for work 5](#_Toc146272902)

[Place of assignment 5](#_Toc146272903)

# General information

1. Brief information on the project

BACKUP Health, the Global Programme Health Systems Strengthening commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ), by Swiss Development Cooperation (SDC) since 2013 as well as by the UK Foreign, Commonwealth & Development Office (FCDO) since 2020 and Expertise France since 2021, implemented by the Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, provides technical assistance to grant implementers of the Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM/ GF) and to Country Coordinating Mechanisms (CCM).

The project supports capacity development of state and non-state actors in selected partner countries to leverage the funding from the Global Fund to fight AIDS, Tuberculosis and Malaria (GF/GFATM) and other global financing mechanisms, to strengthen their health systems and provide integrated preventive and curative health services.

The current project module runs from April 2020 until May 2025. With a primary focus on strengthening health systems, BACKUP provides technical and financial support in the following four outputs:

The project supports cooperation partners primarily in four output areas:

1. Strengthening national institutions of global health financing mechanisms in HSS (health system strengthening)
2. Scaling up lessons learnt in the context of GHI-funded measures
3. Strengthening institutions in the UHC reform
4. Improving the technical and institutional capacities of the Partnerships for African Vaccine Manufacturing (PAVM)

From September 2023 BACKUP supports a regional approach Central Asia, including Kyrgyzstan, Tajikistan and Uzbekistan as support countries in three core intervention areas:

* Strengthening of community engagement
* Support improved governance and coordination
* Work on the integration of (people-centered) systems

1. Context

With the integration of TB and HIV at PHC (Primary Health Care) level in many Central Asian countries, prevention and treatment of HIV and TB services has been expanded. Yet, many health workers at PHC level are not suffiently trained on how to counsel and how to communicate with HIV and TB patients, particularly key groups, such as men who have sex with men or sex workers. Needs-based counselling, a patient-friendly environment, psycho-social support and a discriminatory-free attitude are hence often not part of the service packages for TB and HIV patients. Yet, building a trust and safe environment for key populations is a fundamental basis for the effectiveness and efficiency of the TB and HIV response. This considers also positive treatment outcomes, such as treatment adherence. To improve quality and patient-friendly health service delivery at the PHC level, further sensitization and training of health workers in counselling and communication with a particular focus on the needs of HIV and TB key groups is necessary.

It is against this background, that the BACKUP Health project Kyrgyzstan has developed a training module on Counselling and Interpersonal Communication, which was successfully introduced and integrated into the curricula of several medical educational institutions at pre- and postgraduate level in the Kyrgyz Republic. The training module addresses the needs of TB and HIV key populations and sets forth to improve the counselling and communication skills of health workers. In the Kyrgyz Republic, Ministry of Health with the support of GIZ BACKUP Health and the GIZ bilateral Primary Healthcare Program, rolled out the training among health workers at the PHC level. Later, the training was further adapted and expanded to social workers, local government specialists and civil society representatives working in the HIV and TB sector. It is against this background, that Tajikistan and Uzbek partners have approached BACKUP Health with the request to support the roll-out of the training module on counselling and interpersonal communication among health care professionals in Tajikistan and Uzbekistan as developed and implemented by the Ministry of Health of the Kyrgyz Republic.

1. Assignment-specific tasks to be performed by the contractor

A communication and coaching specialist will be hired to conduct a Training of Trainers (ToT) in Tashkent, Republic of Uzbekistan, among health workers of Uzbekistan and Tajikistan. The expert will be working together with a co-trainer who will be able to give further in-country mentoring support in both countries (in-person and online).

The assignment will include the completion of the following work packages:

Work Package 1: Adaptation of training material

* Adapt *Training Module on Counselling and Interpersonal Communication* to needs as addressed by national partners in Tajikistan and Uzbekistan by 17th of April 2024;
* Adjust training materials and interactive teaching methodology by 19th of April 2024;

Work Package 2:  Facilitation of training of trainers

* Facilitate 5-day ToT for 10-20 participants in Tashkent by end of April 2024;
* Conduct a baseline and post-training assessment by 26th of April 2024;

Work Package 3:  Support roll-out of the training

* Conduct online sessions with master trainers in Tajikistan and Uzbekistan to support further roll-out of the training by 26th of July 2024;
* Liaise with co-trainer on further gaps and steps for improvement on training roll-out by 26th of August 2024;

Work Package 4:  Communication and reporting

* Closely communicate throughout entire project with BACKUP Health and co-trainer until 12th of September 2024;
* Coordinate adaptation of training material with other experts, including national partners and co-trainer by 19th of April 2024;
* Write a final report by 12th September 2024.

**Period of assignment: from 15th April to 12th September 2024**

# Deliverables

* Adjusted training materials and interactive teaching methodology by 19th of April;
* Facilitated 5-day ToT for 10-20 participants in Tashkent by 27th of April;
* Conduct a baseline and post-training assessment by 26th of April;
* Conduct 8 times 1 day mentoring support for master trainers in Tajikistan and Uzbekistan to support further roll-out of the training;
* Liaise with co-trainer on further gaps and steps for improvement on training roll-out by 26th of August;
* Coordinate adaptation of training material with other experts, including national partners and co-trainer;
* Write a final report by 12th of September 2024.

1. **Scope of work**

|  |  |  |
| --- | --- | --- |
| **Task/activity** (Please list and describe each task/activity individually) | **Remarks** | **No. of expert days**  (up to) |
| Work Package 1:   Adaption of training material | Desk/ Group work | 1 |
| Work Package 2:  Facilitation of training of trainers | Desk/ Group work  On-site with participants | 5 |
| Work Package 3:  Support roll-out of the training | Desk/ Group work  Remotly with participants | 8 |
| Work Package 4:  Communication and reporting | On-site with participants and online | 3 |
| **Grand Total** | | **17** |

# Requirements

## Qualifications of proposed staff

* Expert: trainining coach in counselling and communication

### General qualifications

* An advanced medical degree in psychology, communications, organisational development, social science, public health,
* Extensive professional experience as a communication specialist (> 7 years),
* Professional experience as a trainer or coach (> 5 years) in Central Asian context is required,
* Experiences in developing training modules in counselling and communication, experiences in developing training material for key groups of the HIV and TB sector will be an asset,
* Working experience in rolling out training in counselling and communication or other related trainings for medical workers,
* Professional experience with mentoring approaches is an asset,
* Previous experience of working with international donor agencies is an asset,
* Excellent teamwork abilities, open-mindedness for interdisciplinary approaches and listening skills are required.

### Experience in the region/knowledge of the country

* At least 5 years of experience in projects in Central Asian region

### Language skills business

* Very good knowledge of Russian is required. Knowledge of the English language is an advantage.

# Tender requirements

## Specification of inputs

|  |  |  |  |
| --- | --- | --- | --- |
| **Fee days** | **Number of experts** | **Number of days per expert** | **Comments** |
| Expert | 1 | 17 |  |
| **Travel expenses** | **Number of experts** | **Number of days/nights per experts** | **Comments** |
| * Per-diem allowance in country of assignment | 1 | 7 |  |
| * Overnight allowance in country of assignment | 1 | 6 |  |
| * Travel costs (train, private vehicle) | 1 | 7 |  |
| **Flights** | **Number of experts** | **Number of flights per experts** | **Comments** |
| * International flights | 1 | 1 | Bishkek-Tashkent-Bishkek |
| * Domestic flights | 0 | 0 |  |
| * CO2 compensation for air travel   [*Guidance for GIZ service providers on avoiding, reducing and offsetting GHG emissions*](https://www.giz.de/de/downloads/handreichung-fuer-dienstleister-zur-vermeidung-reduktion-kompensation-von-thg-emissionen-en.pdf) *(giz.de)* | 1 | 1 | A budget is earmarked for settling carbon offsets against evidence. |
| **Other costs** | **Number of experts** | **Amount per experts** | **Comments** |
| * Flexible remuneration   In the case of a **contract for work**, the requirements for the assignment of personnel, travel, consumables, workshops/training do not apply. | 0 | 0 | A budget of EUR xxx is foreseen for flexible remuneration. Please take this budget into account in your price schedule.  Use of the flexible remuneration item requires prior written approval from GIZ. |

## Fixed lump sum price – contract for work

Since the contract to be concluded is a contract for work, the specification of inputs serves as guidance only. We request that you provide us with a fixed lump sum price for your services that includes an itemised breakdown of all the relevant costs (fees, travel costs, etc.). We require this information for our internal calculations. The assessment of the financial bid is based on the lump sum price tendered, which must be realistic for the services to be rendered.

# Place of assignment

Tashkent (Republic of Uzbekistan) and online.