EXPRESSION OF INTEREST

For Consultant FOR
Governance Training for EAHP Boards

Brief Introduction of The East Africa Health Platform (EAHP)

The East Africa Health Platform (EAHP) is a regional Platform which brings together the regional and national networks who have diverse interests in the health sector such as the private health providers, faith-based organizations, pharmaceuticals and civil society organizations as its members, based in the East African community (EAC). The Platform, leverages from these members pooled resources and expertise in advocacy and institutional development. This uniqueness provides potential for the Platform to voice and synergize their concerns in the EAC health policy formulation, implementation and holding the EAC Partner States accountable for the implementation.

EAHP's **mandate** is inspired by articles 7, 118, 127, 128 and 129 of the Treaty for the Establishment of the East African Community (EAC) to provide coordination of the voices, structured representation of its members in order to effectively drive sustainable health development and growth in the region.

The Platform's **vision** is "a healthy and productive population, which enjoys quality and affordable health care within the EAC region" and the mission is "to facilitate the growth and effective contribution of non-state-actors in health towards regional health integration for the benefit of the East African population".

Accordingly, EAHP is seeking an experienced and dynamic consultant to conduct Leadership and Governance Training for its Board Members to support them to play their role within Governance of the Platform.

Tasks and Scope of the Assignment
The tasks and scope of the consultancy will be to

  i.   Develop, outline topics and training materials to be trained on the Leadership and Governance
 ii.   Conduct an online training for EAHP Board Members
iii.   Give feedback on the ease of using the e-learning platform Ujuzi Health
iv.   Collect the results of the workshop and display it in the training report

Deliverables

- Training materials including Presentations, session outlines, handouts/Notes, pre/post-tests, feedback/evaluation forms, etc. as well as a list of the training materials' sources.
- A high quality and comprehensive training report that includes the aggregated findings of the pre/post tests and feedback/evaluation forms.

- One day online - training on Leadership and Governance.

Minimum Requirements and Competences
- Demonstratable prior experience in conducting trainings on Leadership and Governance in the not-for-profit sector.
- Experience in online-trainings
- At least five years' experience in Leadership and Governance.
- Advanced University degree in business, economics, non-profit management, international development, or related field.
- Excellent leadership, organizational and time management skills.
- Excellent communication skills including in presentations and report writing.
- Excellent spoken and written English.
- Good judgement, pays attention to nuance and detail, takes initiative, high sense of responsibility, tact and discretion, with sensitivity to different cultures.

Application process
We invite interested individuals to submit the following application documents:
- Technical proposal outlining how they meet the selection criteria and their understanding of the ToR and methodology

- A proposed activities' schedule/work plan with clear time frame

- Copies of CVs and testimonials on the area of at least 3 similar assignments carried out recently.

- Financial proposal detailing consultants' itemized fees. Fee for the consultancy will be discussed and agreed upon between the consultant and EAHP.

Expression of Interest Timeline:
- Expressions of Interest (EoI) must be delivered to EAHP on eahp@eahponline.net on or before 17th of December.

- Late Expressions of Interest shall not be accepted for evaluation irrespective of circumstances.

- Evaluation of proposals will be conducted from –19th – 20th of December If additional information or discussions are needed with any bidders during this window period, the bidder(s) will be notified.

- Upon notification, the contract negotiation with the winning bidder will begin immediately. Contract negotiations will be completed by 21st December 2021.

- The training will be conducted between January 26th -28th, 2022.

Proposal Evaluation Criteria

EAHP will evaluate all proposals based on the following criteria. To ensure consideration for this EOI, your proposal should be complete and include all of the following criteria:

- Overall proposal suitability: proposed solution(s) must meet the scope and needs included herein and be presented in a clear and organized manner

- Consultants Experience: Bidders will be evaluated on their experience as it pertains to the scope of this assignment

- Previous work: Bidders will be evaluated on examples of their work pertaining to Curriculum development as client testimonials and references

- Value and cost: Bidders will be evaluated on the cost of their solution(s) based on the work to be performed in accordance with the scope of the assignment

- Technical expertise and experience: Bidders must provide descriptions and documentation of their technical expertise and experience