



## Membership



# 1. Introduction

African Cervical Health Alliance (ACHA) is a network of grassroots Civil Society Organizations (CSOs) in Africa, working together across diverse geographies, to put community action at the centre stage in the elimination of cervical cancer. Our vision is an Africa free from cervical cancer. Our mission is to empower communities to advocate for increased capacity for prevention and control of cervical cancer in Africa by 2030 and contribute towards achieving the WHO 90-70-90 Targets.

With support from FIND and Cancer Research UK (CRUK), ACHA is seeking proposals from qualified consultants or consultancy firms to undertake a comprehensive desk review of literature as part of the formulation of the ACHA ASPIRE<sup>1</sup> Cervical Health Scorecard. This scorecard aims to improve cervical health outcomes in Africa through an evidence-based approach, taking into consideration the current policy frameworks, best practices, and cultural sensitivities (including religion, ethnicity, race, national origin, language, gender etc.) in our diverse settings.

## WHO 90-70-90 targets



**90%**

of girls fully vaccinated with HPV vaccine by age 15 years



**70%**

of women screened using a high-performance test by 35 & 45 years of age



**90%**

of women identified with cervical disease treated

## 2. Project Objective

Over one-third of all cervical cancer deaths globally occur in sub-Saharan Africa, though the region represents only 14% of the world female population. Despite recognition of the disparity in cervical cancer burden and mortality by African Member States, uptake of national policy and action towards the WHO 90-70-90 targets has been slow. Without timely adoption and implementation of the WHO 90-70-90 by all countries, the attainment of elimination targets in the region will be compromised. We have only 6 years remaining until 2030, and urgent grassroots action is needed to secure the political will necessary for prioritising women's health and cervical cancer elimination.

The ACHA ASPIRE Cervical Health Scorecard provides a tool for comprehensive assessment of countries HPV vaccination, cervical cancer screening, and treatment programs, covering not only health-related metrics, but also civil society action in catalysing advocacy, funding, and policy influence towards support for cervical cancer elimination.

<sup>1</sup> **\*ASPIRE** = Advocacy to Support Policy Implementation Relevant to Elimination

The overall objective of this project is to formulate an ACHA ASPIRE Cervical Health Scorecard for use as a CSOs advocacy tool to fast-track policy action and investments towards elimination.

**Phase 1 of the project** will be through a comprehensive desk review of the current status of elimination across Africa. This will include but not limited to (i) analysing current policy frameworks related to cervical health in various African countries; (ii) identifying best practices in cervical cancer prevention, screening, and treatment; (iii) examining cultural factors that may impact cervical health interventions in different African settings; (iv) reviewing existing health scorecards or similar tools used in public health, particularly in the African context; and, (v) assessing the progress towards the WHO 90-70-90 Targets in different African countries.

**Phase 2 of the project** will entail the formulation of a **draft ACHA ASPIRE Cervical Health Scorecard**. The consultant(s), in consultation with the ACHA Working Group on the ASPIRE Scorecard, will develop a draft ACHA ASPIRE Cervical Health Scorecard that (a) incorporates best practices identified in the comprehensive literature review from Phase 1; (b) reflects cultural sensitivity and relevance across diverse African settings; and (c) aligns with ACHA's mission and vision for cervical cancer elimination in Africa.

The above outlined work will be conducted across Africa, with special focus on Malawi and Kenya, and 10 other cervical cancer endemic countries, over a 3-month period starting from 12<sup>th</sup> August to 10<sup>th</sup> November 2024.

This RFP seeks the services of a qualified team to help us achieve the outlined objectives and scope of work below.

### 3. Scope of Work

The consultant/consultancy firm will be responsible for carrying out the **comprehensive desk review and formulation of a draft zero ACHA ASPIRE Cervical Health Scorecard**. The consultant(s) team will work in consultation with the ACHA Secretariat staff and external technical experts who form part of the ACHA Steering Committee / ACHA ASPIRE Scorecard Working Group, to carry out the following activities:

- a. **Baseline Research on Cervical Health Policy Frameworks in Africa.**
  - Conduct a thorough analysis of current policies and frameworks related to HPV vaccination, cervical cancer screening and treatment including psychosocial support and palliative care across African countries.
  - Identify opportunities and policy gaps for ACHA Membership to address in support of the WHO 90-70-90 targets in Africa

- b. **Benchmarking with Health Scorecards/Toolkits.**
  - Identify and analyse existing health scorecards and toolkits.
  - Review the cultural appropriateness of existing health toolkits.
- c. **Formulation of a draft ACHA ASPIRE Cervical Health Scorecard**
  - Extract and document best practices that can inform the ACHA ASPIRE Cervical Health Scorecard.
  - Assess needs and propose a scorecard design with clear use of technology needs. The proposed design should harness state-of-the-art-tools to turn data into scorecard outputs designed for use in advocacy at regional and country level.
  - Ensure that the proposed scorecard is sensitive to local beliefs, practices, cultures, and languages.

## 4. Key Qualifications for the Consultant(s)

Within the consultant team, the following skills / qualifications / expertise are desired:

1. Public Health Expertise with a specialization in community health, particularly women's health and cervical cancer prevention.
2. Epidemiology Skills with proficiency in analyzing health data and developing meaningful metrics for population health.
3. Health Equity Experience especially demonstrated understanding of social determinants of health and their impact on cervical health disparities.
4. Community Engagement Background, with proven expertise in participatory research and collaborating with diverse community stakeholders.
5. Health Policy Knowledge, with proven familiarity with healthcare systems, policies, and guidelines related to cervical health screening and prevention.

## 5. Proposal Requirements

Proposals should include the following:

- **Introduction:** A brief description of the team's understanding of the problem, and synopsis of the proposed approach. **(300 words).**
- **Technical Proposal:** A detailed methodology for conducting the desk review and / drafting of the ACHA Aspire Scorecard. **(1,500 words).**
- **Work Plan:** A timeline and work plan outlining key activities and milestones. **(300 words).**
- **Team Composition:** A brief description of the consultancy firm or consultant, including relevant experience and expertise. Additionally, include details of the key team member(s), their roles, and relevant experience. **(Brief Bios of Key Persons).**

- **Roles and Responsibilities:** Clearly define roles and responsibilities of the Consultant Team, and expected role / support from the ACHA Team to ensure fulfilment of the contract and the project execution, communication, and deliverables. **(300 words).**
- **Reporting and Communication:** Specify how often progress reports will be given, including the reporting of issues encountered and expected deviations from the original plan. **(300 words).**
- **Budget:** A detailed budget breakdown, including consultancy fees, logistical fees and any other costs.
- **References:** Letters of support and contact information for at least two references from similar projects.

## 6. Contractual Obligations / Accountability

The vendor will report to the ACHA Secretariat Lead . Regular progress updates and meetings will be convened with the consultant(s), the Scorecard Working Group, and the ACHA Steering Committee as required, to ensure alignment with project goals and timelines. Any deviations from the agreed plan must be communicated promptly, with a proposed corrective action plan.

## 7. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Methodology and Approach:** Soundness of the proposed technical proposal, and feasibility of the proposed methodology.
- **Relevant Experience:** Demonstrated experience in similar projects.
- **Team Qualifications:** Expertise and experience of the proposed team.
- **Budget:** Cost-effectiveness and alignment with project objectives.
- **References:** Feedback from previous clients.

## 8. Budgetary Allocation

The African Cervical Health Alliance (ACHA) has allocated a total budget of **US Dollars Fifteen Thousand, Nine Hundred and Eighty Two (USD 15,982)** for the comprehensive literature review and development of the Draft ACHA ASPIRE Cervical Health Scorecard. This budget is intended to cover both Phase 1 (Literature Review) and Phase 2 (Draft Scorecard Development) of the project.

The consultant(s) are expected to provide a detailed budget breakdown within this allocation, considering their professional fees for both phases of the project, all associated research expenses, including access to academic databases or specialised reports,

administrative costs associated with the project, any software or tools required for data analysis and scorecard development and costs related to virtual meetings or consultations with ACHA Working Group team members or stakeholders. It should also include the costs associated with preparation and submission of final reports and deliverables.

Consultants should provide a clear breakdown of how the budget will be allocated across both phases of the project, ensuring that all aspects of the work are adequately resourced.

## 9. Submission Instructions

Proposals should be submitted electronically to [scorecard@kilelehealth.org](mailto:scorecard@kilelehealth.org) by **20<sup>th</sup> July 2024**. Financial Proposal currency should be in USD. Only complete proposals as outlined above will be evaluated. Late submissions will not be considered.

Activity	Deadline
RFP release	7th July 2024
Submission Deadline	20 <sup>th</sup> July 2024
Announcement of successful Applicant	5 <sup>th</sup> August 2024
Contracting Process completion	12 <sup>th</sup> August 2024
Project Period	12 <sup>th</sup> August to 10 <sup>th</sup> November 2024

## 10. Confidentiality

All information provided within this RFP and during the proposal process must be treated as confidential and not used for any purpose other than for responding to this RFP. All information submitted in proposals will be kept confidential and will not be shared other than for the process of RFP evaluations.

## 11. Intellectual Property Rights

All reports, models and other documents (collectively referred to as “Consultancy Documents”) prepared by the Consultant or consultant firm (or by the Sub-Consultants or any Third Party) in performing the Services shall become and remain the property of the African Cervical Health Alliance (ACHA), and all intellectual property rights in such Consultancy Documents shall vest with ACHA. Any Consultancy Document, of which

the ownership or the intellectual property rights do not vest with the ACHA under law, shall automatically stand assigned to ACHA as and when such Consultancy Document is created and the Consultant agrees to execute all papers and to perform such other acts as the ACHA may deem necessary to secure its rights herein assigned by the Consultant.

## 12. Disclaimer

The African Cervical Health Alliance (ACHA) and KILELE Health (Secretariat) reserves the right to accept or reject any or all proposals, to waive any informality in the proposal process, and to make an award in any manner deemed in the best interest of the organisation. Any proposed budget should align with the project timeline and deliverables as outlined in the full project description. ACHA reserves the right to negotiate the final budget allocation based on the selected consultant's proposal and project requirements.

## 13. Contact Information

Thank you for your interest in this project. We look forward to receiving your proposal. For any inquiries or further information, please contact:

**The Secretariat Lead**

**African Cervical Health Alliance (ACHA)**

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## About the ACHA ASPIRE CERVICAL HEALTH SCORECARD:

The ACHA ASPIRE\*<sup>2</sup> Cervical Health Scorecard is a comprehensive tool by the African Cervical Health Alliance (ACHA) to evaluate the policy landscape in Africa and enhance evidence-based engagement of civil society in advocacy to support the WHO 90-70-90 targets by the year 2030.

It addresses the pressing issue of cervical cancer in Africa, where 221 women die daily from a preventable disease due to limited access to information and interventions for HPV vaccination, screening, and treatment.

We are developing a standardised tool, using community lenses, to track progress, identify gaps, and drive evidence-based interventions at community and policy levels. Aligned with WHO 90-70-90 targets for 2030, the scorecard evaluates in-country, regional and continental policy landscapes to drive evidence-based interventions. With a specific focus on community engagement in all aspects of cervical cancer prevention.

This project is made possible through a partnership with FIND and CRUK, through financial and technical support. You too can join this innovative work as we all focus on cervical health in Africa. Learn more here [www.kilelehealth.org/acha](http://www.kilelehealth.org/acha)



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