



## REQUEST FOR EXPRESSION OF INTEREST (REOI):

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### **Consultancy for the Design of Online Vector Borne Disease (VBD) Module for the Caribbean Regional (CR) Field Epidemiology Laboratory Training Programme (FELTP)**

#### **CONSULTANCY**

The Caribbean Public Health Agency (CARPHA), with funding from the 11th EDF Programme for the Support for Health System Strengthening for prevention and control of outbreaks of Zika and other mosquito-borne diseases in the Caribbean, is seeking to engage a consultant to strengthen the surveillance systems of the Caribbean through building the capacity of human health resources in applied epidemiology and public health surveillance.

#### **BACKGROUND**

Vector-borne diseases (VBDs) such as those caused by viruses and parasites which are transmitted to humans, mainly by mosquitoes, are a major threat to the health and economies of societies globally. Over 80% of the world's population is at risk of contracting a VBD with mosquito-borne diseases (MBD) having the greatest impact (Franklin et al., 2019)<sup>1</sup>. MBDs such as human malaria, dengue, chikungunya and Zika are diseases that account for approximately 17% of the estimated global burden of infectious diseases, with approximately 700,000 attributable deaths each year.

The Caribbean region is a hot spot for the emergence and persistence of VBDs in the American continent. Dengue-like illnesses were recorded in the Americas since the 1600s, but the modern era of understanding started with the isolation of the dengue virus for the first time in 1943-44. The Trinidad Regional Virus Laboratory (1952-1974) and the Caribbean Epidemiology Centre (CAREC 1975-2012), which were merged into CARPHA in 2013, contributed significantly to the global understanding of the disease.

CARPHA's mission is to provide strategic direction, in analysing, defining and responding to public health priorities of Member States in an effort to prevent disease, promote health and respond to public health emergencies. The outbreaks of Chikungunya and Zika regionally confirm the need for increased surveillance. Additionally, with increased travel due to domestic and international tourism in the region, the potential for such threats to have a pandemic potential is great.

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<sup>1</sup> Franklin, Lydia H. V., Jones, Kate E., Redding, David W., Abubakar, Ibrahim (2019). The effect of global change on mosquito-borne disease. *The Lancet*

Over the past few years, there has been an increased interest in strengthening health systems within the Caribbean region, as most fall short of the requirements for implementing the goals of the International Health Regulations (IHR). Within the Region, a mean score of 54%, up from 50% in 2014, was reported for human resource capacity in the CARICOM States Parties Annual Reports to the 71st World Health Assembly, 2018. Of the 15 mentioned CARPHA Member States (CMS), 7 reported less than 50% for human resource capacity, 2 are at 50-79% capacity and 5 are at 80% and above. While there has been some progress, the Region still suffers from a low availability of critical skills and competencies in applied public health, and consequently, has limited capabilities to effectively respond to public health emergencies including outbreaks of mosquito-borne diseases.

### **Objective of the Project:**

The overall objective of the project of which this contract will be a part is as follows:

To contribute to the improvement of public health of the Caribbean population through a reduction in morbidity associated with Zika and other mosquito-borne diseases.

### **Eligibility.**

If shortlisted and invited to submit a tender,

Participation in tender procedures managed by the beneficiary(ies) is open on equal terms to all natural who are nationals of and legal persons (participating either individually or in grouping-consortium – of tenderers) effectively established in a Member State or a country, territory or region mentioned as eligible by the relevant regulations/basic act governing the eligibility rules for the grant as per **Annex A2a – PART II** to the practical guide.

Tenderers must state their nationality in their tenders and provide the usual proof of nationality under their national legislation.

The rule does not apply to the experts proposed under the service tenders financed by the grant.

### **Grounds for exclusion**

If shortlisted and invited to submit a tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.6.10.1. of the practical guide.

Tenderers included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

### **Protection of personal data**

Processing of personal data related to this procedure by the contracting authority takes place in accordance with the national legislation of the state of the contracting authority and with the provisions of the respective financing agreement.

The Request for Expression of Interest (REOI), the tender procedure and the contract relate to an external action funded by the EU, represented by the European Commission. If processing your reply to the invitation to tender involves transfer of personal data (such as names, contact details and CVs) to the European Commission, they will be processed solely

for the purposes of the monitoring of the procurement procedure and of the implementation of the contract by the Commission, for the latter to comply with its obligations under the applicable legislative framework and under the financing agreement concluded between the EU and the Partner Country without prejudice to possible transmission to the bodies in charge of monitoring or inspection tasks in application of EU law. For the part of the data transferred by the contracting authority to the European Commission, the controller for the processing of personal data carried out within the Commission is

the head of legal affairs unit of DG International Cooperation and Development.

Details concerning processing of your personal data by the Commission are available on the privacy statement at:

<http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>

In cases where you are processing personal data in the context of participation to a tender (e.g. CVs of both key and technical experts) and/or implementation of a contract (e.g. replacement of experts) you shall accordingly inform the data subjects of the details of the processing and communicate the above mentioned privacy statement to them.

### **Objective of the contract:**

The objective of this contract is as follows:

To strengthen the surveillance systems of the Caribbean through building the capacity of human health resources in applied epidemiology and public health surveillance

More specifically, a Consultant will be engaged to develop a training course – “Early Warning Systems for the Detection and Management of Vector Borne Disease Outbreaks” using an online modality, targeted towards public health care professionals working within the Caribbean Region.

### **SELECTION CRITERIA**

#### **For Legal and Natural Persons**

#### **For Key Expert:**

- Has a professional certificate appropriate to this contract, such as at least a Master’s degree in Public Health/Epidemiology and Entomology/ Medical Entomology
- Minimum of three years’ experience (more than 3 years will be taken into account) working in online instructional design with experience in developing online training and exposure to the Learning Management System (LMS) Moodle.
- Minimum of three years’ experience (more than 3 years will be taken into account) working in public health in the areas of disease/risk modelling, development and implementation of climate integrated, early warning surveillance systems, vector control, integrated vector management, vector borne disease surveillance and outbreak investigation.
- Certified training and/or degree in online instructional design, training and development, education or a related field
- A sound understanding of public health issues

**For Non Key Expert 1:**

- At least a Master's in Online Instructional Design or Educational Technology
- At least 3 years' (more than 3 years would be taken into account) specific experience working in online instructional design with experience in developing online training and exposure to the Learning Management System (LMS) Moodle.
- An understanding of public health issues

**For Non Key Expert 2:**

- At least a Master's in Training and Development
- At least 3 years (more than 3 years would be taken into account) working in Training Development, Evaluation and Assessment with experience in developing online training and exposure to the Learning Management System (LMS) Moodle.
- An understanding of public health issues

**BUDGET:**The maximum amount for this activity is EURO 24,800. (inclusive of incidentals)

**IMPLEMENTATION**

The **indicative** period of the contract is: Aug/Sept 2020 to February/March 2021, a duration of **six (6) months**.

**INVITATION**

CARPHA invites eligible consultants to indicate their interest in providing the services. Interested consultants ***must provide*** information indicating that they are qualified to perform the services (CV's, brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, business profile, etc.). Suitably qualified consultants will be short-listed and invited to tender for the Project through a competitive procedure.

**DEADLINE FOR SUBMITTING EXPRESSIONS OF INTEREST**

Expressions of interest must be delivered in English by email to the address below by

**Friday 3rd July, 2020 at 4.30 pm** Atlantic Standard Time (AST) to:

E-mail: [ialkhash@CARPHA.ORG](mailto:ialkhash@CARPHA.ORG)

Procurement Officer  
Caribbean Public Health Agency  
16-18 Jamaica Boulevard  
Federation Park  
St. Clair.  
PORT OF SPAIN

Following the assessment of the submissions, a shortlist of not less than three, and not more than eight applicants will be provided with the terms of reference and invited to submit technical and financial proposals to undertake the assignment. CARPHA reserves the right to reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not short-listing any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

**EOI's must be submitted using the template below**

## Expression of Interest

### Consultancy for the Design of Online Vector Borne Disease (VBD) Module for the Caribbean Regional (CR) Field Epidemiology Laboratory Training Programme (FELTP)

#### 1 SUBMITTED by <i.e. the identity of the Candidate>

	Name(s) of legal entity or entities making this EOI	Nationality <sup>2</sup>
Leader <sup>3</sup>		
Member		
Etc...		

#### 2 CONTACT PERSON (for this EOI)


Name	
Organisation	
Address	
Telephone	
Fax	
e-mail	

#### 3. Applicants are requested to describe how they fulfil the selection criteria listed in this call.

KEY EXPERT	
<ul style="list-style-type: none"><li>Has at least a Master's degree in Public Health/Epidemiology and Entomology/ Medical Entomology</li></ul>	YES <input type="checkbox"/> NO <input type="checkbox"/>
<ul style="list-style-type: none"><li>Minimum of three years' experience (more than 3 years will be taken into account) working in online instructional design with experience in developing online training and exposure to the Learning Management System (LMS) Moodle.</li><li></li></ul>	

<sup>2</sup> Country in which the legal entity is registered.

<sup>3</sup> Add / delete additional lines for consortium members as appropriate. **Note** that a subcontractor is not considered to be a consortium member for the purposes of this EOI form. Subsequently, data on subcontractors must not appear in the data related to the economic, financial and professional capacity. If this EOI is submitted by an individual legal entity, the name of that legal entity should be entered as 'Leader' (and all other lines should be deleted). Any change in the identity of the Leader and/or any consortium members between the deadline for receipt of EOIs indicated in the REOI and the award of the contract is not permitted without the prior written consent of the CARPHA.

<ul style="list-style-type: none"> <li>Minimum of three years' experience (more than 3 years will be taken into account) working in public health in the areas of disease/risk modelling, development and implementation of climate integrated, early warning surveillance systems, vector control, integrated vector management, vector borne disease surveillance and outbreak investigation</li> </ul>	
<ul style="list-style-type: none"> <li>Certified training and/or degree in online instructional design, training and development, education or a related field</li> </ul>	
<ul style="list-style-type: none"> <li>A sound understanding of public health issues</li> </ul>	
<b>NON KEY EXPERT 1</b>	
<ul style="list-style-type: none"> <li>At least a Master's in Online Instructional Design or Educational Technology</li> </ul>	YES <input type="checkbox"/> NO <input type="checkbox"/>
<ul style="list-style-type: none"> <li>At least 3 years' (more than 3 years will be taken into account ) specific experience working in online instructional design with experience in developing online training and exposure to the Learning Management System (LMS) Moodle.</li> <li>An understanding of public health issues</li> </ul>	
<b>NON KEY EXPERT 2</b>	
<ul style="list-style-type: none"> <li>At least a Master's in Training and Development</li> </ul>	YES <input type="checkbox"/> NO <input type="checkbox"/>
<ul style="list-style-type: none"> <li>An understanding of public health issues .</li> </ul>	
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#### 4 STATEMENT

I, the undersigned, the authorised signatory of the above Consultant (for consortiums, this includes all consortium members), hereby declare that we have examined the REOI referred to above. If our EOI is short-listed, we fully intend to submit a tender to provide the services requested in the tender documents.

We are fully aware that, for consortia, the composition of the consortium cannot be changed in the course of the tender procedure, unless CARPHA has given its prior approval in writing. We are also aware that the consortium members have joint and several liability towards CARPHA concerning participation in the above tender procedure and any contract awarded to us as a result of it.

Signed on behalf of the Consultant

<b>Name</b>	
<b>Signature</b>	
<b>Date</b>	