



## AFRICA CONSTITUENCY BUREAU FOR THE GLOBAL FUND

### TERMS OF REFERENCE FOR INTERPRETATION SERVICE

**Experts workshop: African position paper on Global Fund next-generation market shaping strategy**

**Type of Services:** Simultaneous Interpretation service and equipment ( **based in South Africa** )

**Language:** English to French AND French to English

**Expected Dates:** 23-24 February 2023

**Venue:** Johannesburg, South Africa

**Application Deadline:** February 01st, 2023, at 12.00 pm Addis time

#### 1. BACKGROUND INFORMATION

The African Constituency Bureau (ACB) for the Global Fund was established by a resolution of African Health ministers in 2012. The ACB, also known as the Bureau, brings together the two African Constituencies West and Central Africa (WCA) and East and Southern Africa (ESA) represented at the Global Fund (GF) to fight HIV/AIDS, Tuberculosis, and Malaria. The two constituencies represent 47 African countries that are recipients of GF support for HIV, TB, and Malaria control. The Bureau facilitates collaboration across the two constituencies, facilitates effective engagement, representation, and participation of the two constituencies in GF processes, and enhances their capacity to shape GF policies and processes. It also ensures that Africa's voice is enhanced to influence Global Health policy decisions.

The ACB in collaboration with AU-NEPAD and a variety of stakeholders including the African Union, WHO, the Global Fund, and African governments will gather experts on market shaping / local manufacturing on February 23-24, 2023, in Johannesburg South Africa. Building on conversations at the recently held side event at the International Conference on Public Health In Africa (CPHIA) in Kigali in December of 2022, a range of experts will be drawn from governments, academia, the Private sector, researchers, representatives of trade and industry, technology transfer companies, regulators, development partners, multi-lateral organizations, financiers, and other global health actors to mainly discuss on the Global Fund's Next Generation Market Shaping strategy.



## AFRICA CONSTITUENCY BUREAU FOR THE GLOBAL FUND

### 2. OBJECTIVES

The workshop aims to:

- i) Discuss the draft position paper for Africa and its implications for NextGen Market Shaping
- ii) Provide critical input to facilitate its finalization
- iii) Develop a roadmap for advocacy and political engagement
- iv) Provide inputs to guide the next market-shaping strategy's implementation

Specifically, this workshop seeks to influence, through this position paper the development of specific workstreams for the Global Fund NextGen Market Shaping Strategy.

### 3. SCOPE OF WORK

Qualified providers will provide the following services:

- Provide simultaneous interpretation services from English to French and vice versa during the two-day workshop; and
- Provide interpretation equipment including headphones and listening equipment.

### 4. REQUIRED COMPETENCIES/EXPERIENCE/SKILLS

#### *Required Experience*

- Minimum of five (5) years of progressive interpretation work from English to French and vice versa with the government and/or international organizations such as the UN, INGOs and civil society
- Possession of adequate and quality interpretation equipment

#### *Required skills*

- Familiarity with technical terms and terminology particularly in public health, with the Global Fund's work around HIV, TB and malaria will be an asset
- Demonstrated willingness to work as part of a team in a multi-cultural environment

### 5. CRITERIA FOR SELECTING THE BEST OFFER

Selection of the successful firm/individual will be based on quality-cost considerations and proposals will be evaluated as follows:

- Technical Proposal: 70%
- Financial Proposal: 30%



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FOR THE GLOBAL FUND

*Evaluation of Technical Proposal*

Evaluation Criteria	Score
Experience in providing French/English and vice versa interpretation service in national/ international conferences	70%
Academic qualifications	10%
Knowledge of public health/Global Fund's work	20%
Total	100%

**6. APPLICATION PROCEDURE**

Individuals or firms who meet the above requirements are encouraged to apply and share the following:

- A technical proposal that includes an updated capability statement (for firms) or a CV (for individuals); and
- A financial proposal that indicates all-inclusive fixed costs in USD, supported by a breakdown of costs where appropriate.

Email submissions should be addressed to "Finance and Administrative Manager" and sent to [awel.mezgebe@africabureau.org](mailto:awel.mezgebe@africabureau.org) Cc [falemayehu@africabureau.org](mailto:falemayehu@africabureau.org) not later than February 01st, 2023 at 12.00 pm Addis Time.