



FEDERAL REPUBLIC OF NIGERIA

THE NATIONAL AGENCY FOR THE CONTROL OF AIDS (NACA)

# INVITATION TO TENDER

for

**Individual Consulting Services**

**Time-Based Payments**

**ENGAGEMENT OF CONSULTANT FOR THE  
OPIOID SUBSTITUTION THERAPY (OST) STUDY**

June 2022

# NATIONAL AGENCY FOR THE CONTROL OF AIDS (NACA)

## INVITATION TO TENDER

16<sup>th</sup> June 2022

### A. Preamble

The National Agency for the Control of AIDS (NACA) has received funding from Global Fund in continuance of the pursuit of its statutory responsibilities for HIV/AIDS treatment, care & Support and strengthening of health systems in Nigeria by further addressing the gaps in the National HIV prevention and treatment program.

In its efforts to achieve and strengthening of community routine monitoring and surveillance system for the non-health sector the Agency is therefore, seeking for qualified professionals who specialized in **Medically Assisted Therapy Program (MAT)**. In compliance with the provisions of the Public Procurement Act 2007, the Agency, therefore invites technical proposal and Priced Quotations from reputable consultants for the immediate engagement of their services:

### B. Pre-qualification requirement

To qualify for consideration, interested consultants are required to submit CV including the under listed documents:

1. Curriculum Vitae (CV) and cover letter
2. Advanced degree in Medicine, Public Health, Pharmacy or Nursing is essential, a fellowship with a focus on psychiatry is an advantage.
3. A minimum of 3 years of experience working with people living with HIV and AIDS is an added advantage.
4. Must be an International Certified Addiction Professional
5. Experience with research and research methodology is essential
6. Demonstrable good understanding of the drug, and drug use issues in Nigeria, in particular, is essential.
7. Familiarity with the UNODC opioid substitution treatment guideline is
8. Previous experience working in the HIV field will be an added advantage
9. Ability to communicate ideas in a manner conducive to their practical application and comfortable working as part of a team to add value to collective results

More details on the requested services are provided in the Terms of Reference in section A below

The National Agency for the Control of AIDS (NACA) will make available the necessary documents and reports and other information concerning this assignment. You may obtain additional information at the following address: National Agency for the Control of AIDS (NACA) Ground Floor No. 3 Zinguinchor Street, Beside AEDC Office, Wuse zone 4, Abuja

A candidate will be selected on the basis QCBS of comparison of individual qualifications (Curriculum Vitae and Experience)

The following forms are attached:

- (a) Terms of Reference;
- (b) Model of Curriculum Vitae;
- (c) Model of bid for submitting the Proposal;
- (d) Form for Observations of the Consultant on the Terms of Reference;
- (e) Breakdown of Activity/cost estimate

## A. TERMS OF REFERENCE

### Terms of Reference for Feasibility Study on Medically Assisted Therapy (MAT)

#### *Background*

Drug use is a major public health problem in Nigeria. The drug use survey conducted in 2018 showed that an estimated 14.3 million (14.4%) people use drugs and 376,000 of this population are high-risk drug users.<sup>1</sup> An estimated 0.1% of the adult population (80,000) inject drugs.<sup>1</sup>

The most common drugs injected in the past year were pharmaceutical opioids, followed by cocaine and heroin. While overall, more men were injecting drugs, women were more likely than men to report injecting heroin. The extent of risky injecting practices and sexual behaviours among the high-risk drug users, and in particular those who inject drugs, is also of concern as is the extent of self-reported HIV among this group. Women who injected drugs were more likely than men to engage in high-risk sexual behaviours further compounding their risk of acquiring HIV among other infections.

Injecting drug use is associated with several health risks including HIV. The self-reported prevalence of HIV among People Who Inject Drugs (PWIDs) in Nigeria was about 9 percent compared to 1.3 percent in the general population.<sup>1, 2</sup> Due to the increasing number of patients infected with HIV through sharing injecting equipment, a comprehensive harm reduction program for injection drug use and infection prevention is necessary for the Nigerian context.

The Tenth Revision of the International Classification of Diseases and Health Problems (ICD-10) defines the dependence syndrome as being a cluster of physiological, behavioural, and cognitive phenomena in which the use of a substance or a class of substances takes on a much higher priority for a given individual than other behaviours that once had greater value.

Medically assisted therapy (MAT) is one of the most effective treatment options for opioid dependence.<sup>3</sup> There is strong evidence, from research and monitoring of service delivery, that administration of methadone or buprenorphine is a valuable and critical component of the effective management of Opioid dependence and the prevention of human immunodeficiency virus (HIV) and viral hepatitis among injecting drug users.<sup>4</sup> It can decrease the high cost of opioid dependence to individuals, their families, and society at large by reducing heroin use, associated deaths, blood-borne disease, risky behaviours, and criminal activity.

Methadone is the oral medication that is most commonly used for MAT.<sup>4</sup> Higher doses of methadone are generally associated with greater reductions in heroin use than either moderate or low doses. The pattern of injection drug use and HIV risk behaviours among PWIDs in Nigeria are not fully explored. In addition, MAT, as part of a comprehensive harm reduction program is unavailable in the country. Consequently, it is pertinent to understudy

the situations that will impact the design and implementation of MAT services and the retention of eligible PWIDs in MAT services.

### ***Aim of the study***

This study aims to explore the feasibility of establishing a medically assisted therapy program in Nigeria

Specific Objectives are to

- Asses the existing institutional and policy environment for establishing a MAT programme,
- Assess the awareness and willingness of PWID to access the services,
- Assess the existing infrastructure for MAT programme,
- Identify the community support system available for clients who access interventions, and
- Identify an appropriate operational service delivery model that can be adapted for the Nigerian context.

### ***Purpose of the consultancy***

NACA on behalf of other national response stakeholders seeks the services of a qualified and experienced person who will work as the Consultant for assessing the proposed medically assisted therapy programme.

### ***Tasks for the consultant on the feasibility of MMT***

Under the technical guidance and overall supervision of the Harm Reduction Programme Lead of NACA and the Harm Reduction Technical Work Group (HRTWG) Secretariat will:

1. Work with the Harm Reduction Programme Lead of NACA/NASCP and the HRTWG Secretariat in conducting a literature search of MAT documents and interventions.
2. Development and finalization of the study protocol for the research including the data collection tools.
3. Lead the team in qualitative and quantitative data collection in the selected states.
4. Conduct analysis of the collected data and interpret the findings from the study.
5. Submit a report on the feasibility study including the findings and a process report on the consultancy, highlighting achievements, lessons learned, challenges and recommendations for future exercises.
6. Present the key findings of the study in a study dissemination meeting.

### ***Experience/Qualification for the Treatment Consultant***

- Advanced degree in Medicine, Public Health, Pharmacy or Nursing is essential, a fellowship with a focus on psychiatry is an advantage.

- A minimum of 3 years of experience working with people living with HIV and AIDS is an added advantage.
- Most be an International Certified Addiction Professional
- Experience with research and research methodology is essential
- Demonstrable good understanding of the drug, and drug use issues in Nigeria, in particular, is essential.
- Familiarity with the UNODC opioid substitution treatment guideline is essential.
- Previous experience working in the HIV field will be an added advantage
- Ability to communicate ideas in a manner conducive to their practical application and comfortable working as part of a team to add value to collective results
- Good team worker and result-driven
- Excellent communication and writing skills are essential
- Excellent analytical skills are essential
- Excellent interpersonal skills are desirable

#### *Expected Deliverables*

- MAT Feasibility Study: An Assessment of three Pilot States
- Process report of the assessment

#### *Duration of Consultancy*

The duration of the consultancy shall be 30 days.

#### *Remuneration*

The consultant will be paid based on the approved Global Funds budget for all the activities on a verified report after the completion of the

### **GUIDELINE FOR SUBMISSION AND OPENING OF DOCUMENTS**

- a. The detailed Proposal must be in English Language and submitted in three (3) hard copies each (**one original & two copies**) of the requested documents and proposal. The documents shall then be enclosed and sealed in one (1) single outer envelope, and clearly marked at the topmost right corner “**Medically Assisted Therapy Program (MAT)**” and the Name, Address, Email and Phone Number of the Consultant boldly written at the back of the envelope, with acknowledgement to NACA office at the address below.
- b. **Deadline for Submission:** The deadline for the submission of proposal should not be later than 12 noon of **Thursday 14<sup>th</sup> July 2022 by 12 noon**. The submission(s) received will be opened immediately after closing at NACA Conference Room in the presence of consultants that choose to attend.

### **ADDRESS FOR INFORMATION AND SUBMISSION OF PROPOSALS**

**Attention:**

**Head Procurement**

National Agency for the Control of AIDS (NACA)  
Ground Floor Room 1.08  
No. 3 Zinguinchor Street, Beside AEDC Office, Wuse zone 4, Abuja  
OR  
Email: [procurement@naca.gov.ng](mailto:procurement@naca.gov.ng)

### **GLOBAL FUND CODE OF CONDUCT**

You shall get acquainted with the global fund code of conduct for suppliers using this link below:

[https://www.theglobalfund.org/media/3275/corporate\\_codeofconductforsuppliers\\_policy\\_en.pdf](https://www.theglobalfund.org/media/3275/corporate_codeofconductforsuppliers_policy_en.pdf)

Accepting this invitation shall serve as an acknowledgement and agreement to abide by the Global Fund Code of Conduct for Suppliers.

### **NOTES/DISCLAIMER**

- i. Late submissions will not be accepted.
- ii. NACA shall verify any or all documents and claims made by applicants and will disqualify consultants with falsified documents and claims.
- iii. If it is determined that submitted documents and claims have been falsified, the consultant may face prosecution in a court of Law.
- ii. NACA shall not be held responsible for any disqualified proposal as a result of any omission or deletion relating to the submission guidelines.
- iii. This advertisement shall not be construed a contract to any Consultant, nor shall it entitle any Consultant submitting documents to claim any indemnity from NACA.
- iv. NACA is not bound to shortlist any Consultant, and reserves the right to annul the bidding process at any time without incurring any liabilities or providing reason.

**Signed**  
Management.

## B. FORMAT OF CURRICULUM VITAE (CV)

Name: \_\_\_\_\_

Complete address:

Profession: \_\_\_\_

Date of Birth: \_\_\_\_\_

Years of professional experience: \_\_\_\_

Nationality: \_\_\_\_

Membership in Professional Societies: \_\_\_\_

Detailed Tasks Assigned: \_\_\_\_

### Key Qualifications:

*[Give an outline of your experience and training most pertinent to tasks on assignment. Describe degree of responsibility you held on relevant previous assignments and give dates and locations. One page should be sufficient.]*

### Education:

*[Summarize college/university and other specialized education, giving names of schools, dates attended, and degrees obtained. A page or less should be sufficient.]*

### Employment Record:

*[Starting with present position, list in reverse order every employment held. List all positions held since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages.]*

### Languages :

*[For each language indicate proficiency: excellent, good, fair, or poor in speaking, reading, and writing.]*

### Certification :

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

\_\_\_\_\_  
*[Signature of consultant]*

Date : \_\_\_\_  
Day/Month/Year

Full Name of Candidate :

## . PROPOSAL



[*Location, Date*]

To : [*Name and address of Procuring Entity*]

Mr/Mrs. :

I, the undersigned, offer to provide the consulting services for [*Title of consulting services*] in accordance with your Letter of Invitation dated [*Date*].

My fees are [net of taxes, estimated at..., as applicable]

I hereby submit my Proposal, which includes this Technical and Financial Proposal.

I understand that you are not bound to accept any Proposal you receive.

I remain,

Yours Truly,

Name of the Consultant:

Address:

**D. OBSERVATIONS AND SUGGESTIONS  
OF THE CANDIDATE CONSULTANT ON THE TERMS OF REFERENCE**

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- 1.
- 2.
- 3.
- 4.
- 5.

## LIST OF ANNEXES

- Annex A: Cost Estimate of Services, and Schedule of Rates.
- Annex B: Consultants Reporting Requirements.
- Annex C: Evaluation Criteria.

## ANNEX A

### COST ESTIMATE OF SERVICES

(1) *Remuneration*

<i>Rate /day in (currency)</i>	<i>Number of Days</i>	<i>Total (currency)</i>
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(2) *Reimbursables*

	<i>Rate</i>	<i>Units/Days</i>	<i>Total</i>
(a) (International)			
(Local)			
Travel + Taxi			
(b) Local			
Transportation			
(c) Communications			
(d) Hotel Accomodation			
			<i>Sub-total (2)</i>

TOTAL COST

ACTIVITY SCHEDULE (Consultant to modify accordingly)

*Activity (Work)*

*periods*

1st    2nd    3rd    4th    5th    6th    7th    8th    9th    10th    11th    12th

**ANNEX B**  
**CONSULTANTS REPORTING REQUIREMENTS**

**Reports**

**Date**

1. Inception Report
2. Progress Reports
3. Draft Final Report
4. Final Report

## ANNEX C EVALUATION CRITERIA

The Criteria, sub-criteria, and point system for the evaluation of the Technical Proposals are:

	<u>Points</u>
(i) Specific experience of the Consultant relevant to the assignment:	<b><i>60</i></b>
1) Adequacy for the assignment	50
2) Experience in Opioid Substitution Therapy (OST) Study	10
(ii) Key professional qualifications and competence for the assignment:	40
1) General qualifications	40
 Total points for criterion (I & ii):	 <b>100</b>