

Inviting Expression of Interest (EOI) from the Non-Govt. Organizations (NGO) toward shortlisting as the Sub Recipients (SR) of the Global Fund grant and to serve toward elimination of Malaria under the GFATM sponsored Intensified Malaria Elimination Project (Phase – III) (Apr'2024 – Mar'2027)

The Global Fund has announced an allocation of USD 65 million for providing an external aided fund support toward elimination of Malaria from India under the project of Intensified Malaria Elimination Project – Phase III for three years grant implementation period April, 2024-March, 2027. National Centre for Vector Borne Disease Control (NCVBDC) being the Lead Implementor (LI) on behalf of the Principal Recipient (PR) i.e., Ministry of Finance (MOF) – Department of Economic Affairs (DEA), Ministry of Finance of India of the Global Fund grant for Malaria component, inviting applications from local Non-Governmental Organizations (NGOs) interested in being short-listed as its Sub Recipient (SR) for grant implementation period April, 2024-March, 2027.

One NGO-SR will be hired for supporting National Programme Management Unit (NPMU) and IEC/BCC and SBCC activities

NCVBDC has defined the priority areas (**Annex-1**) geographical coverage (**Annex-2**) along with Template of Expression of Interest (EOI) (**Annex-3**).

Applicants are encouraged to demonstrate their understanding of the gaps and suggest innovative strategies. Proposals will be evaluated by the Screening Committee constituted by NCVBDC, based on their inherent strengths and work experience.

NCVBDC reserves the right to accept or reject the proposals without assigning any reason. Applications should be in the prescribed format (Annex-2) along with supporting documents are to be submitted to the NCVBDC electronically and in hard copy (both). The electronic copy should be sent to the **imep32427@gmail.com** and the hard copy (in a sealed cover) at the following address in person or via speed post National Centre for Vector Borne Disease Control (NCVBDC), 22 Shamnath Marg, Civil Lines, Delhi-110054. The last date for submission of applications is **23rd March 2024** Please note that applications submitted after the last date will not be considered.

Annex- 1

Priority areas for Sub Recipients (SR) under Intensified Malaria Elimination Project-3 (IMEP-3) for the Global Fund grant, 2024-27

Under the IMEP-3 GFATM project NCVBDC invites the application for establishment of (i) National Program Management Unit (NPMU) for HR support. NPMU will be led by a senior medical and management expert who will be supported by a team of technical experts in the area of malaria control, training and capacity building, monitoring and evaluation, enhanced monitoring and smooth implementation of IHIP, SBCC, and information and technology, and finance, (ii) Strengthening of IEC/BCC /SBCC activities. IEC/ SBCC campaign would play a vital role for community awareness, involvement & participation. NGO SRs to develop need-based State strategies & plans, with local innovations to reach all relevant groups through most appropriate channels, materials and tailored activities to address local needs in line with the local culture. Newer technology needs to be tapped into with extensive multimedia approach with specific messaging and interventions to reach out to target populations, including on virtual platforms, to achieve malaria elimination and sustain thereafter. Innovative interventions, besides advocacy with all concerned stakeholders, would include developing mass campaigns to address different aspects of malaria prevention, control and elimination.

A. Key activities and approx. budget for Supporting Technical Support unit (NPMU).

1. Technical Support Unit (NPMU) will be led by human resources based on Malaria expertise consisting of:

Position / Designation	Qty. No.s	Unit rate (INR)	Total Budget amount annually (INR)	Total budget amount in 3 years (INR)
Team Lead	1	2,75,000/-	33,00,000/-	99,00,000/-
Deputy Leads for finance	1	2,50,000/-	30,00,000/-	90,00,000/-
Deputy Leads for Technical	1	2,50,000/-	30,00,000/-	90,00,000/-
M&E consultants	9	1,50,000/-	1,62,00,000/-	4,86,00,000/-
Data Analyst	2	50,000/-	12,00,000/-	36,00,000/-
IT Consultant	2	1,50,000/-	36,00,000/-	1,08,00,000/-
IEC Consultant	1	1,50,000/-	18,00,000/-	54,00,000/-
Total	17		3,21,00,000/-	9,63,00,000/-
Travel Related Cost				1,36,80,000/-
Grand Total				10,99,80,000/-

*TOR for the positions is attached at Annexure-5

B. Development of IEC/BCC/SBCC package estimated budget for Rs.5,00,00,000/-

- Development of SBCC Package including development of 2 Videos 40 seconds each, 2 Comic Books, 1 Animation Film (2-3 min), 2 Audio (40 seconds each), FAQ Booklet, Flipbook, development of printing material 2 posters, leaflets, charts, stickers and websites
- Language adaption for the SBCC package (11 regional languages)
- Pre-Testing of SBCC package.
- Development of SBCC Monitoring and Evaluation framework and online M&E tool in English.
- Training of State Level SBCC master trainers (Annually)
- Handholding support in state SBCC trainings.
- Support to national and state level teams in implementation of SBCC plan - Lead Trainer cum SBCC Specialist.

Annex – 2

Areas covered

S. No	Areas
1.	HQ National Centre for Vector Borne Diseases Control (NCVBDC), New Delhi
2.	Itanagar, Arunachal Pradesh
3.	Dispur, Assam
4.	Imphal, Manipur
5.	Aizawl, Mizoram
6.	Shillong, Meghalaya

7.	Agartala, Tripura
8.	Kohima, Nagaland
9.	Ranchi, Jharkhand
10.	Raipur, Chhattisgarh
11.	Bhuvneshwar, Odisha
12.	Mumbai, Maharashtra

Annex-3

Expression of Interest

Applications for shortlisting Sub Recipients (SRs) for Malaria grant, NCVBDC under the Global Fund for period 2024-2027

Application under the component	Technical support unit at NCVBDC and IEC/BCC/SBCC at National and State level activities
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SECTION 1- BACKGROUND INFORMATION

Name of applicant organization	
Type of Organization/Institution	
If Consortium, please indicate name(s) of organization and also indicate the name of the lead partner	
Date of registration with Statutory authorities	
Registered under FCRA	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Registered under NGO-Darpan Portal (Under Niti Aayog)	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, Unique ID No. <i>(Copy of Darpan certificate is to be attached)</i>
Registration under National Level NGO	Yes <input type="checkbox"/> No <input type="checkbox"/>
Turnover of previous three financial years as per audited statements of accounts <i>(Copies of audit reports to be attached with this EOI)</i>	2020-21: 2021-22: 2022-23:
Brief description of similar projects undertaken in past three years	
Please notify if worked as PR/SR for Global Fund grant earlier	Yes <input type="checkbox"/> No <input type="checkbox"/>

If yes, brief description of the project and implementation period.

SECTION – 2 -INFORMATION ON ORGANIZATION

Details of Available Resources		
Number and type of trained personnel on regular payroll of organization		
Existing offices of the organization in the proposed project area (s)		
Give a brief description of the governing structure of the organization (Board of Directors and composition, Executive Committee etc.)		
Availability of external audits over the last three years and date of the last audit	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, date of the last audit _____ Name and address of the Audit Company:	
Were there any quality concerns in the last audit report? If yes, list the major financial and managerial audit qualifications	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please specify.	
Existing linkages/network with other organizations (mention if they will participate in the delivery of the proposal)		
Contact information for the Applicant/Lead organization of the Consortium		
Particulars	Primary Contact	Secondary Contact
Name		
Title		
Complete address of correspondence		
City and State		
Telephone		
Mobile		
E- mail address		
Organization website		

If Consortium, please give details of all the organizations

Contact information for the other member organizations of the Consortium			
Organization- 1			
Name of the Organization		Mailing address	
Contact Person		City and State	
Title		Telephone	
Mobile		Fax	
Organization Website		E-mail address	

Organization- 2			
Name of the Organization		Mailing address	
Contact Person		City and State	
Title		Telephone	
Mobile		Fax	
Organization Website		E-mail address	

Note: Please add more columns/tables, if required.

SECTION 2- PROJECT DETAILS

This should not be more than 6 pages. Please use Arial font size -10

Proposed title of intervention/Project	
Geographic area (States, districts) covered by the proposal	

2.1 Background (Brief about the background of the NGO with its major areas of performance and achievements.)

2.2 Objective (State the objectives and purpose of the proposal not more than 7-8 lines)

2.3 Target Population (Describe the target population for your proposal not more than 5 lines)

2.4 Methodology (Please describe the specific activities required to achieve the objectives. Briefly describe coordination mechanisms or among implements- not more than two pages)

2.5 Monitoring and Evaluation Framework (Briefly outline how you propose to monitor and evaluate –not more than ½ page).

2.6 Self-assessment of the applicant organization Please indicate the strengths including managerial skills, MIS system and the system of internal controls of the organization that makes it best suited to implement the project in not more than 8-10 lines)

2.7 Equitable Access (Describe how principle of equity will be ensured in your proposal specially gender equity, support to marginalized populations and key affected populations etc.in not more than 8-10 lines)

2.8 Linkages to Grants from the Global Fund and Other Donors (Please explain how this project is linked to other funding you are currently receiving from the Global Fund or other donors if applicable. Also indicate if you are implementing Targeted Interventions or other Government programmes in not more than 5 lines)

2.9 Sustainability (Indicate how the services outlined in your proposed project could be sustainable at the end of the proposal period in not more than 8-10 lines).

2.10 Risks and its management including Financial Risk Management (Briefly outline the major internal and external risks and how you propose to reduce or avoid such risks in not more than 8-10 lines).

SECTION 3- PROJECT BUDGET: (Detailed Budget to be Attached as Annexure 2)

3.1 Budget Break down by Source (This table is intended to clarify part of the budget you already have (Provided by the organization), the part of the budget financed by other donors (Provided from other sources) and part of the budget from Global Fund (Requested from the Global Fund)

Source	Year (1)	Year (2)	Year (3)	Total
Human Resources				
SBCC/IEC				
Travel for NPMU				
Total				

*Budget to be tallied as per budget amount shown in Table 3.1 and not to be over budgeted

Table 3.1 Budget by Source (In INR)

As per the detailed budget of GFATM - IMEP – III (2024 -2027) the total budget for the NGO SR for SBCC activities and HR & payroll management has been budgeted for **INR 15,99,80,000 (Rupees Fifteen Crore Ninety-Nine Lakhs Eighty thousand only).**

The bifurcation of this budgeted amount is as under-shown:

Major Heads	Budget Amount (In INR)	INR in Cr.
Development of SBCC package	5,00,00,000/-	5.00
NPMU expert salary (HR / Payroll)	9,63,00,000/-	9.63
Travel for NPMU	1,36,80,000	1.37

Total	15,99,80,000	15.99
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3.2 Budget Breakdown by Cost Category (Total budget of Table 3.2 should equal the total budget shown in Table 3.1)

Table 3.2 Budget by cost category (In INR)

Source	Year (1)	Year (2)	Year (3)	Total
Human Resources	3,21,00,000	3,21,00,000	3,21,00,000	9,63,00,000/-
SBCC/IEC	2,50,00,000	2,50,00,000	-	5,00,00,000/-
Travel for NPMU	45,60,000	45,60,000	45,60,000	1,36,80,000/-
Total	6,16,60,000	6,16,60,000	3,66,60,000	15,99,80,000/-

Annex – 4

Eligibility Criteria

Selected Non-Government SR

1. Average annual financial turnover of related service during last 3 years (FY), should be at least Rs. 5,33,00,000/-
2. Should be a legal registered entity in India with valid proof of NITI Aayog Darpan Portal registration where applicable.
3. Should be FCRA compliant where applicable
4. Should have Demonstrated experience of managing funding grants at National/Regional/State level
5. Should have demonstrated experience of working in health sector preferably in Malaria
6. Should have demonstrated experience of working in recruitment and payroll management in health sector preferably in Malaria
7. Should have demonstrated experience of working in development of IEC/BCC/SBCC material under National Health programme
8. [Prior work experience to work with any Global Fund supported project would be an added advantage.](#)

GENERAL CONDITIONS:

1. In case of any Addendum/Clarification/Corrigendum/Extension regarding this EOI, the same will be published in the NCVBDC websites/ Central Public Procurement Portal (CPPP).
2. NCVBDC reserves the right to accept or reject any proposal, and to cancel the hiring process and reject all proposals, at any time prior to the award of contract, without assigning any reason thereof.
3. The agency/ service provider should not sub-contract the work to any other agency without availing prior and adequate approvals from the competent authorities of NCVBDC.
4. The selected NGO/ agency, is responsible for deploying the necessary human resources, meeting the required quality standard, within the 90 days from the date of its selection.
5. NCVBDC may at its sole discretion and at any time during the evaluation of proposal, disqualify any respondent, if the respondent has:

- a. Submitted the Proposal documents after the last date of submission.
- b. Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
- c. Failed to provide related clarifications, if required

Annexure 5 (TOR for the HR positions)

TOR for Team lead Malaria

Purpose:

To support NCVBDC for effective implementation of GFATM supported Intensified Malaria Elimination Project (IMEP-3) in various States at different levels (National/ State/ District/ Sub-district). The position, based at NCVBDC, would play a critical role in evidence- based decision making at various levels to bring efficiency and effectiveness in the Programme and in bridging the gaps between planning and implementation

Job Responsibilities:

- Under the overall guidance of the Director NCVBDC and direct supervision of Head Malaria Division, with a view to achieve the expected results set out in the GFATM –Malaria Grant Cycle 2024-27 India, the incumbent will lead NPMU working on Malaria diseases and will have the following responsibilities
- Provide technical leadership and managerial support to the Malaria Division, facilitate the development and the implementation of the relevant work plans under the GFATM Malaria Grant cycle
- Provide technical assistance and support for the Implementation of the activities approved under the GFATM Malaria –Grant cycle
- Liaise and coordinate with concerned technical units at NCVBDC, HQ/States/Districts and NG-PRs, NG-SR for implementation and monitoring of activities approved under GFATM-Malaria Grant cycle to be completed in timely manners.
- Innovative approaches for strengthening private sector engagement in EDCT, Disease surveillance and monitoring, vector control interventions etc.
- Develop activity calendars, progress reports, tracking tools and support NCVBDC in better understanding progress made at various level and aid in informed decision making.
- Build capacity and undertake trainings as and when required at the national/state or District level including developing curriculum, support organization and coordination with states and partners under GFATM
- Prepare administrative and technical reports and presentations and undertake any other duties as may be assigned by the supervisors.
- Undertake monitoring visits to the Malaria endemic States as per the programme need and data requirements.
- Support NCVBDC in coordination between various stakeholders and academic institutes and flow of information.
- Support NCVBDC in developing an in-depth understanding of data and analytics needs through comprehensive assessments of existing data and surveillance systems, architecture and workflows for consumption, generation processes and resources at all levels.
- Provide regular handholding and Capacity building of the National /State Teams for different tools like IHIP Malaria portal include disease and vector surveillance, outbreak modules , E LMS and LMIS either Physically or Virtually. Follow up with States for timely Malaria data provision and sharing the data analysis with National/State level. Maintenance and processing of regular systems for generating reports.
- Support in the maintenance of the dashboards with support of TSU team. Ensure use of data for routine programme planning, monitoring and management across all levels.
- Develop purposive analytics for strategic planning in-line with the strategic roadmap and costed plans developed by NCVBDC and the TSU.

- Identify opportunities to bring or integrate solutions for better congruence with relevant dashboards present at state level
- Coordinate with different Stakeholders and develop monthly program and partners update for the NCVBDC.
- Support in preparation of Malaria newsletter highlighting programmatic updates and highlighting innovations and best practices in Malaria at state/district/local level
- Undertake any other duties as requested by the TSU Lead/Director NCVBDC

Qualifications and Experience

Education

Essential: Medical degree from a recognized university and post-graduate in public health.

Experience: At least 10-12 years of relevant experience including considerable experience in Public Health and Communicable diseases and policy analyses and advice as well as in technical assistance, including capacity building, evidence generation and evaluation.

Skills

- Thorough knowledge of the situation of Malaria in India with good understanding of relevant country's needs and priorities, issues and policies.
- Good knowledge of the administrative functioning of government institutions and related departments/agencies, and of the other partners in India.
- Sound technical and policy advisory skills, based on evidence. Public health leadership skills with demonstrated ability to work effectively with government and colleagues in a team setting at national to share information and data and make oral and written presentations on technical issues. Very good ability to build and maintain relations and network with national authorities and other stakeholders across relevant sectors.
- Modern management skills (team management, performance management, planning evaluation, etc.). Capacity to prepare terms of reference and to prepare and monitor and manage the implementation of contractual agreements. Capacity to convey information and options in a structured and credible way; ability to speak and write clearly.
- Proficiency in computer applications and ability to draft reports.
- Creating an empowering and motivating environment

Use of Language Skills

Essential: Expert knowledge of English.

Nature of appointment: The appointment will be on contract basis initially for one year and thereafter extendable annually (or specified period) on the basis of performance appraisal (to be assessed for work output, personal attributes, functional competency etc.)

Reporting: Reporting will be to Nodal Officer, GFATM under the overall supervision of Director, NCVBDC.

Age: Upper age limit is 55 years and ready to travel extensively.

Rescission: Either party can terminate the contract by giving one month's notice in writing.

Remuneration (in Rs.) per month: Upto Rs 2,70,000

TOR for Deputy lead -Technical

Purpose:

To support NCVBDC for effective implementation of GFATM supported Intensified Malaria Elimination Project (IMEP-3) in various States at different levels (National/ State/ District/ Sub-district). The position, based at NCVBDC, would play a critical role in evidence- based decision making at various levels to bring efficiency and effectiveness in the Programme and in bridging the gaps between planning and implementation

Job Responsibilities:

- To monitor the malaria epidemiological situation in the States/ UTs/ Districts and support/ supervise various components of programme planning and implementation (including programme implementation plans of States and Districts).
- To develop comprehensive monitoring & evaluation plan (including data collection tools, reporting formats, log frame, matrix for monitoring and evaluations etc.) and to ensure its implementation in an effective and participatory manner in the States/ UTs.
- To supervise and monitor HR at various levels, analyze their monthly activity reports and provide feedbacks to them.
- To plan, develop and implement methodology for mid-term/ end-term evaluation of the Project at various levels, and the Programme as a whole, including tools, test instruments, explicit indicators for supportive supervision & monitoring of the Project/ Programme.
- To work in close collaboration with NCVBDC Officers/ other Consultants at National level and other public & private stakeholders at various levels to ensure quality implementation of the Project/ Programme.
- To assist in the implementation of HMIS, to review its status from time to time and to contribute in preparation and submission of guidelines and information products in relation to overall M&E/MIS.
- To review the monthly/ quarterly/ annual reports received from States/ Districts, based on agreed targets and progress made along with dashboard related programme indicators.
- To ensure consolidation and dissemination of approved annual work plans to State/district VBDCPs and prepare timely progress reports based on results framework.
- To provide timely updates to NCVBDC in terms of problems faced/issues identified at State/ District level and actions needed/ taken.
- To develop operational plan for strengthening entomological surveillance and response in collaboration with National/ State Consultants-Entomology.
- To keep liaison with the Integrated Disease Surveillance Programme (IDSP), Integrated Health Information Platform (IHIP) and other National health programmes on implementation of strategies on surveillance, monitoring & evaluation etc.

- To facilitate epidemic preparedness in the States/ UTs/ Districts for tackling malaria and other VBD outbreaks and ensure rapid response thereto.
- To support NCVBDC and States/ Districts in execution & documentation of strategies for addressing important issues such as cross border malaria, drug & insecticide resistance, asymptomatic malaria, standard treatment guidelines, malaria elimination certification process etc.
- To undertake field visits in States/ UTs/ Districts (atleast 10 days a month) to analyze the situation, assess implementation, finding gaps and take corrective actions accordingly, in a manner that maximizes coverage of health facilities/ villages and effective utilization of resources.
- To undertake training/ capacity building of NCVBDC & other healthcare staff at National, State, District and Sub-district levels, online as well as in-person.
- To participate in planning and organization of review meetings at National and Sub-national levels.
- To undertake any other task assigned by the Reporting authority.

Qualification and Experience:

Position	Qualification & Experience	Remuneration (in Rs.) per month
National Consultant-M&E*	MBBS with post-graduate qualification (Degree/Diploma) in PSM/ Community Medicine with 5 years of post-qualification experience OR *The designation would be based on Qualification, Experience and Performance during written test/interview MBBS/BDS/BAMS/BHMS/B.Pharma/ with MPH with 5-7 years' post-qualification experience in Public Health at National or State Level OR Masters in Demography and Population Studies/ Biostatistics with 7-9 years' experience in Public Health Program at National & State Level	Upto Rs 2,50,000 Remuneration is indicative and would depend on Qualification, Experience & Performance during written test/ interview.

Skills required-

- Strong expertise in the domain of surveillance, field epidemiology, outbreak response, VBD control.
- Computer proficiency with commonly used softwares/ packages like MS Word, Excel, Power Point & Web surfing.
- Knowledge and proficiency in statistical software packages such as SPSS, Epi Info etc.
- Excellent communication (oral and written) and presentation skills, analytical and interpersonal abilities.
- Demonstrated ability to work in a multi-disciplinary team environment.

Nature of appointment: The appointment will be on contract basis initially for one year and thereafter extendable annually (or specified period) on the basis of performance appraisal (to be assessed for work output, personal attributes, functional competency etc.)

Reporting: Reporting will be to Nodal Officer, GFATM under the overall supervision of Director, NCVBDC

Age: Upper age limit is 55 years and ready to travel extensively.

Annual Increment: Annual increment would be based on performance appraisal.

Rescission: Either party can terminate the contract by giving one month's notice in writing

TOR for Deputy lead -Finance

Purpose:

To support NCVBDC for effective implementation of GFATM supported Intensified Malaria Elimination Project (IMEP-3) in various States at different levels (National/ State/ District/ Sub-district). The position, based at NCVBDC, would play a critical role in evidence- based decision making at various levels to bring efficiency and effectiveness in the Programme and in bridging the gaps between planning and implementation.

Job Responsibilities:

- **Grant and Finance Management:** To monitor and execute financial tasks, including accounting, financial analysis, reporting, budgeting, forecasting, and auditing, utilizing advanced financial software and reporting systems aligned with project/program requirements.
- **Financial Compliance:** To review and set up of an advanced and sound financial management practices in National level (NCVBDC), states, districts, and NGO SRs to ensure strict adherence to the financial norms, including the EAT operation of PFMS/Tally for all financial transactions.
- **Supervision and Monitoring:** To supervise and monitor the overall financial activities across various levels, analysing monthly activity reports concerning finance, and providing constructive feedback.
- **Reporting and Analysis:**
 - ✚ Review monthly/quarterly/annual reports from states, districts, and NGO SRs, assessing progress against agreed targets and presenting data through program indicator dashboards.
 - ✚ Oversee budgeting processes, monitor financial performance, and provide insights to optimize the utilization of budgeted funds.
 - ✚ Compliance with the process of financial reporting as per the GFATM financial reporting formats e.g. Progress Update and Disbursement Request (PUDR) and Pulse Check reports in half yearly and quarterly manner, would be an added advantage.
- **Fund Management:** Necessary and adequate steps taking in pro-active manner to comply with the timely deliveries of the mandatory deliverables toward develop a strong fund management system. Necessary coordination with State SRs and NGO SRs toward collection, compilation, review and analysis of statutory compliance documents e.g. Statement of Expenditure (SOE), Vouchers.
- **Audit and audit compliance:** Necessary activities to conduct C&AG audit at National Level and to conduct the project audit at NGO SR level.
- **Guideline Implementation:** To develop and comply necessary financial guidelines including GFR rule 2017 and to guide the state level staff about the guidelines.
- **Field Visits and Capacity Building:** Ready to travel and field visits frequently in States/UTs/Districts for at least 10 days a month, analysing implementation, identifying gaps, and ensuring effective resource

utilization. Undertake training and capacity building initiatives for NCVBDC and other healthcare staff at different levels.

- **Review Meetings:** Necessary coordination and follow-up with various stakeholders to conduct review meetings at time-to-time manner both in online and offline mode. Also, to attend quarterly Regional Review Meetings of GFATM states and also to attend State Review Meetings as per the needs.
- **Additional Tasks:**
- Time to time mentoring and knowledge sharing with finance team members of National as well as of state level.
- Undertake any other tasks assigned by the higher authorities of NCVBDC and MOHFW.

Qualification and Experience:

Position	Qualification & Experience	Remuneration (in Rs.) per month
Deputy Lead - Finance* *The designation would be based on Qualification, Experience and Performance during written test/interview	CA/CPA with 10-12 years' post professional experience in accounting, including analysis, financial reporting, budgeting and planning Or MBA Finance with 13-15 years of post-professional experience in accounting, including analysis, financial reporting, budgeting and planning Desirable- <ul style="list-style-type: none"> • Experience of working with Global Fund and/or other international donor agencies like World Bank funded projects will be a distinct advantage. • Familiarity with the GFATM project operations and ability to effectively coordinate with the MoHFW, GoI; State Governments; NGO SRs; GFATM and their Local Fund Agent and partner organizations is preferable. • Knowledge of GFR 2017 rules for preparation and documentation of financial matters will be a distinct advantage. 	Upto Rs 2,50,000 Remuneration is indicative and would depend on Qualification, Experience & Performance during written test/interview.

Skills required-

- Strong leadership abilities and the capacity to work effectively in cross-functional teams.
- Advance level knowledge in computer applications and accounting software majorly in MS Word, Excel, Power Point, Tally, PFMS, GeM, and integrated accounting softwares.
- In-depth knowledge of financial analysis, strategic planning, risk management, and regulatory compliance.
- Excellent communication (oral and written) and presentation skills, analytical and interpersonal abilities.

Nature of appointment: The appointment will be on contract basis initially for one year and thereafter extendable annually (or specified period) on the basis of performance appraisal (to be assessed for work output, personal attributes, functional competency etc.)

Reporting: Reporting will be to Nodal Officer, GFATM under the overall supervision of Director, NCVBDC.

Age: Upper age limit is 55 years and ready to travel extensively.

Rescission: Either party can terminate the contract by giving one month's notice in writing.

Deliverables: The consultant will be required to submit a Monthly Activity Report and Annual Report to Reporting Officer with a copy to Dte. NCVBDC. Performance appraisal would include review of monthly activity reports, field visits, timely completion of activities and innovations done and annual assessment.

Selection: Selection and appointment shall be carried out through advertisement followed by walk-in- written test/interview, if short listed.

TOR for National Consultant - M&E

Purpose:

To support NCVBDC for effective implementation of GFATM supported Intensified Malaria Elimination Project (IMEP-3) in various States at different levels (National/ State/ District/ Sub-district). The position, based at NCVBDC, would play a critical role in evidence-based decision making at various levels to bring efficiency and effectiveness in the Programme and in bridging the gaps between planning and implementation.

Job Responsibilities:

- To monitor the malaria epidemiological situation in the States/ UTs/ Districts and support/ supervise various components of programme planning and implementation (including programme implementation plans of States and Districts).
- To develop comprehensive monitoring & evaluation plan (including data collection tools, reporting formats, log frame, matrix for monitoring and evaluations etc.) and to ensure its implementation in an effective and participatory manner in the States/ UTs.
- To supervise and monitor HR at various levels, analyze their monthly activity reports and provide feedbacks to them.
- To plan, develop and implement methodology for mid-term/ end-term evaluation of the Project at various levels, and the Programme as a whole, including tools, test instruments, explicit indicators for supportive supervision & monitoring of the Project/ Programme.
- To work in close collaboration with NCVBDC Officers/ other Consultants at National level and other public & private stakeholders at various levels to ensure quality implementation of the Project/ Programme.
- To assist in the implementation of HMIS, to review its status from time to time and to contribute in preparation and submission of guidelines and information products in relation to overall M&E/MIS.
- To review the monthly/ quarterly/ annual reports received from States/ Districts, based on agreed targets and progress made along with dashboard related programme indicators.
- To ensure consolidation and dissemination of approved annual work plans to State/district VBDCPs and prepare timely progress reports based on results framework.
- To provide timely updates to NCVBDC in terms of problems faced/issues identified at State/ District level and actions needed/ taken.
- To develop operational plan for strengthening entomological surveillance and response in collaboration with National/ State Consultants-Entomology.
- To keep liaison with the Integrated Disease Surveillance Programme (IDSP), Integrated Health Information Platform (IHIP) and other National health programmes on implementation of strategies on surveillance, monitoring & evaluation etc.

- To facilitate epidemic preparedness in the States/ UTs/ Districts for tackling malaria and other VBD outbreaks and ensure rapid response thereto.
- To support NCVBDC and States/ Districts in execution & documentation of strategies for addressing important issues such as cross border malaria, drug & insecticide resistance, asymptomatic malaria, standard treatment guidelines, malaria elimination certification process etc.
- To undertake field visits in States/ UTs/ Districts (atleast 10 days a month) to analyze the situation, assess implementation, finding gaps and take corrective actions accordingly, in a manner that maximizes coverage of health facilities/ villages and effective utilization of resources.
- To undertake training/ capacity building of NCVBDC & other healthcare staff at National, State, District and Sub-district levels, online as well as in-person.
- To participate in planning and organization of review meetings at National and Sub-national levels.
- To undertake any other task assigned by the Reporting authority.

Qualification and Experience:

Position	Qualification & Experience	Remuneration (in Rs.) per month
National Consultant-M&E*	MBBS with post-graduate qualification (Degree/Diploma) in PSM/ Community Medicine OR MBBS/BDS/BAMS/BHMS/B.Pharma/ with MPH with 3-5 years' experience in Public Health at National or State Level OR Masters in Demography and Population Studies/ Biostatistics with 3-5 years' experience in Public Health Program at National & State Level	Upto Rs 1,50,000 Remuneration is indicative and would depend on Qualification, Experience & Performance during written test/ interview.

Skills required-

- Strong expertise in the domain of surveillance, field epidemiology, outbreak response, VBD control.
- Computer proficiency with commonly used softwares/ packages like MS Word, Excel, Power Point & Web surfing.
- Knowledge and proficiency in statistical software packages such as SPSS, Epi Info etc.
- Excellent communication (oral and written) and presentation skills, analytical and interpersonal abilities.
- Demonstrated ability to work in a multi-disciplinary team environment.

Nature of appointment: The appointment will be on contract basis initially for one year and thereafter extendable annually (or specified period) on the basis of performance appraisal (to be assessed for work output, personal attributes, functional competency etc.)

Reporting: Reporting will be to Nodal Officer, GFATM under the overall supervision of Director, NCVBDC

Age: Upper age limit is 55 years and ready to travel extensively.

Annual Increment: Annual increment would be based on performance appraisal.

Rescission: Either party can terminate the contract by giving one month's notice in writing

TOR for National Consultant - IEC/BCC

Purpose:

To support NCVBDC for effective implementation of GFATM supported Intensified Malaria Elimination Project (IMEP-3) in various States at different levels (National/State/District/Sub-district). The position, based at NCVBDC, would play a critical role in evidence-based decision making at various levels to bring efficiency and effectiveness in the Programme and in bridging the gaps between planning and implementation of effective and efficient IEC / BCC strategies in all States/UTs to facilitate and sustain malaria elimination in the country.

Job Responsibilities:

- To supervise, monitor and support State/District Consultants in carrying out IEC/BCC activities as per strategic plan to understand the knowledge, awareness, beliefs and practices related to malaria prevention and control; barriers; and adoption of appropriate practices at individual/family/community levels for community mobilization and partnership.
- To supervise and monitor HR at various levels, analyze their monthly activity reports including LQAS reports on the behavioral aspects which affect the health seeking attitudes (especially malaria) of the communities and provide feedbacks to them.
- To coordinate, supervise and facilitate the State/District teams, NGO SRs engaged in devising/implementing IEC/BCC plan and communication strategies for the country in the context of Malaria and other VBDs including problem-solving, course correction, as required, to ensure effective implementation of the project/ programme.
- To develop and facilitate implementation of strategies to involve the panchayats, local NGOs, *Mahila Mandals*, SHGs and other community groups including indigenous people's awareness development plan in tribal areas to ensure community participation.
- To strengthen the social research aspect of the project/programme. he/she will suggest modalities of incorporating the findings of social research into the programme to assess effectiveness of different media and identify effective media.
- To coordinate, support and develop creative graphics and contents suitable for social media such as Facebook, You Tube, Twitter, etc. at National and State/District level, at the programme website and other social media platforms, including writing, editing and preparing stories and social media messages.
- To support, supervise, monitor and facilitate State/District VBDCPs in designing BCC/social mobilization strategies as well as activities/campaigns that will have reach and impact on the behavior change. Develop content for IPC (Flip Chart, Flash Cards, etc.), Group Counselling (Charts and Pictorials), Social Mobilization (*Haat, Mela*, Folk Media, Festivals, important days), Programme Communication (audio and video scripts and lyrics etc.), Advocacy (Media, PRI etc.)
- To coordinate and support other teams at NCVBDC, other Regional & State partners, media agencies, partner organizations, and field staff for harmonized planning, implementation and monitoring of different BCC activities/campaigns so as to develop quality outputs, provide thrust and desired results in behavior change.

- To undertake training/capacity building of NCVBDC & other healthcare staff at National, State, District and Sub-district levels, online as well as in-person; and to develop, test and finalize training material and modules, as required.
- To exchange critical and technical information, monitor/ resolve/ support BCC/ social mobilization related issues, and ensure results are achieved as planned.
- To compile the Annual report of IEC/BCC/ social mobilization related activities undertaken in the States.
- To undertake field visits in States/UTs/Districts (at least 10 days a month) to analyze the situation, monitoring the implementation of IEC/BCC activities, finding gaps and take corrective actions accordingly, in a manner that maximizes coverage of health facilities/villages and effective utilization of resources.
- To document and disseminate best practices, strategies, achievements, learning etc. of the Malaria Elimination Programme through publication and organizing dissemination workshops, meetings, special events, etc.
- To ensure that the developed products and strategies are customized for vulnerable population especially tribals.
- To undertake any other task assigned by the Reporting authority.

Qualification & Experience:

Position	Qualification & Experience	Remuneration (in Rs.) per month
National Consultant-IEC/BCC* *The designation would be based on Qualification, Experience and Performance during written test/interview	Post Graduate degree in Mass communication/ Journalism/ Social sciences/ Development studies or relevant field from a recognized university with demonstrated understanding of Social & Behavior Change Communication (SBCC) and research with at least 5 years' relevant work experience, of which 3 years should be in networking and liaison-building activities with district and state organizations/ NGOs in Public Health at State or National Level. Desirables- <ul style="list-style-type: none"> • Experience of working in large scale development programmes/ National Health Programmes and international bodies, private organizations or corporate sector. • Knowledge and skills in managing government health projects. 	Upto Rs 1,50,000 Remuneration is indicative and would depend on Qualification, Experience & Performance during written test/interview.

Skills required-

- Computer proficiency with commonly used softwares/ packages like MS Word, Excel, Power Point & Web surfing.
- Sound knowledge of IT-based platforms on knowledge sharing.
- Excellent communication (oral and written) and presentation skills, analytical and interpersonal abilities.
- Demonstrated ability to work in a multi-disciplinary team environment.

Nature of appointment: The appointment will be on contract basis initially for a period of one year and thereafter extendable annually (or specified period) on the basis of performance appraisal (to be assessed for work output, personal attributes, functional competency etc.)

Reporting: Reporting will be to Nodal Officer, GFATM under the overall supervision of Director, NCVBDC.

Age: Upper age limit is 55 years and ready to travel extensively.

Rescission: Either party can terminate the contract by giving one month's notice in writing.

National Consultant – Information Technology (IT)

National Centre for Vector Borne Disease Control NCVBDC, New Delhi on behalf of Ministry of Health & Family Welfare is seeking resumes from qualified candidates for the above mentioned post purely on contractual basis.

Name of position	National Consultant - Information Technology (IT)		
Number of positions	01		
Location	New Delhi		
Type of position	On Contract		
Position	Minimum Educational Qualification	Minimum Experience	Remuneration Range
National Consultant	Post Graduate (Computer Science/ Information Technology/Electronics)/MCA or MBA (InformationTechnology/System) or B. Tech(Information Technology / Computer Science /Bio-Informatics/ Electronics) with MBA (full time) from recognized institutions of UGC /AICTE	5+ years or more	Upto Rs 1,50,000
Age limit	Upper limit 45 years as on last date for submission of application.		
Desired skills	<ul style="list-style-type: none"> • Proficiency in MS Office, application testing, basic knowledge of mobile technologies, ICT in health, data analysis, data mining and reports. • Experience in designing tools and strategies for data collection, analysis and production of reports. • Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English. Working knowledge of Hindi is also desirable. • Demonstrated ability to work in a multi-disciplinary team environment. • Willingness to travel to States / UTs and districts to provide technical assistance and ability to work on different assignments simultaneously to meet the timelines for assignments. • Preference would be given to the candidate having experience of working with Centre / State / UT health department. 		

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| | <ul style="list-style-type: none">• Understand the functional and technical requirements from the departments (Centre, State / UT and other involved stakeholders) for implementation of programme and preparation of quality and standard concept document, design documents, process flow document, implementation frame-work, guidelines, protocol and user manuals towards the requirements.• Liaison with senior officers of the Government/Ministry to operationalize and integrate the analytical framework with existing IHIP-malaria, HMIS• Development of tools for integration and validation of IHIP-malaria, HMIS data systems and other standard sources, including IT platforms necessary for its operationalization.• Do troubleshooting, testing of application, identify grey areas and provide expert support for improvisation of existing system.• Provide implementation support and guidance to States / UTs and help in capacity building / training in all TORs related to IT.• Periodic follow up with States/ UTs and other involved stakeholders on implementation coverage and gap, preparing brief on bottlenecks/challenges, assist in preparation of technical training module and development of resource material.• Review and redesign the web-based program and user guidelines, procedures and tools with a view to integrating the monitoring and evaluation framework, taking into account good practices of other stakeholders.• Undertake field visits whenever required. |
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	<ul style="list-style-type: none"> • Undertake other assignments, which may be assigned from time to time by the reporting authority.
Other terms and	<ul style="list-style-type: none"> • In case of resignation, one month of notice period is to be served by the candidate. • Should be ready to travel anywhere in India for the project.

Data Analyst

National Centre for Vector Borne Disease Control NCVBDC, New Delhi on behalf of Ministry of Health & Family Welfare is seeking resumes from qualified candidates for the above mentioned post purely on contractual basis.

Location: NCVBDC, New Delhi

Roles & Responsibilities

1. Creation of a data bank on health expenditure in the template as prescribed by National Health Accounts Technical Secretariat
2. Analysis as required by the NHA methodologies and policy related data analysis
3. And any other work assigned by the NCVBDC Officers

Qualification and Experience:

1. Bachelor degree in Economics / Statistics from a recognized university.
2. Minimum 6 months post qualification experience in data collection and data analysis.
3. Advanced application of Microsoft's tool including Excel, Access and Power Point.
4. Excellent verbal and written communication skills.
5. Ability to complete multiple tasks under pressure and should be a team player.

Age Limit: 30 years & below.