



## **NATIONAL HIV/AIDS/STI/TB COUNCIL**

### **ADVERTISEMENT FOR NATIONAL CONSULTANT: SIZE ESTIMATE STUDY**

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The National HIV/AIDS/STI/TB Council (NAC) established through an Act of Parliament No. 10 of 2002 NAC is coordinating a Size Estimates Study in 5 Districts of Zambia, namely Kasama, Kabwe, Chililabombwe, Choma and Chinsali. Currently, the country has a paucity of data on size estimates to inform HIV policy, planning and programming, thus, further undermining the HIV response. This Study will therefore provide information for planning and interventions in Zambia.

To enhance its mandate, applications are invited from suitably qualified and experienced consultants for the study

#### **NATIONAL CONSULTANT FOR THE SIZE ESTIMATE STUDY**

#### **Job Purpose**

Working under the leadership and guidance of the NAC Director Policy and Planning, and the National Size Estimates Technical and Steering Committees, the Consultant will, in a systematic and comprehensive manner, provide leadership in estimating the sizes of various population groups in the 5 Districts in Zambia.

#### **Specific Responsibilities will include:**

1. The development, submission and presentation to the Technical Committee the following deliverables:
  - Size estimate Inception report
  - The Study Protocol
  - The draft size estimation report;
  - Final key populations size estimation report of the population size estimates to be approved by the National HIV/AIDS/STI/TB Council and the National Size Estimates Steering Committee
2. Attend research core team meetings as and when required to provide technical guidance and regular briefs, key challenges and proposed remedial actions during the data collection, analysis and interpretation of the results of the study.
3. Present findings of the Study to the various partners of the HIV/AIDS National Response;

#### **Qualification & Experience**

The following qualifications are required:

- Master's Degree in Public Health, Demography, Development Studies or similar qualifications;
- Knowledge of the principles of population size estimation studies for an expanded response to HIV and AIDS;
- At least 2 years' experience in the design, conduct and analysis of research studies (quantitative and /or qualitative); A track record of database design, programming and use of statistical analysis would be desirable
  - Demonstrated ability to lead and manage a diverse team in a multi-cultural setting

- Good communication, interpersonal, writing and presentation skills and capacity to liaise with parties concerned;
- Demonstrate flexibility and ability to adjust to changing circumstances required to accomplish assignments without compromising quality and deadlines.

### Technical Proposal

Prospective consultants will be required to submit the following documents to be considered for this consultancy:

- Letter expressing interest;
- Documents Establishing eligibility and qualification of proposers (Curriculum Vitae);
- Academic and Professional qualifications;
- Technical Proposal of how the consultant may go about doing the study
- A financial proposal.

### Criteria for Selection of Best Offer

- The criteria serving as basis for evaluating offers is the Combined Scoring method – where the qualifications and methodology will be weighted a max. of 75% and combined with the price offer which will be weighted a max. of 25%.

### Payment Schedule

#	Deliverables	%
1.	Upon contract signing and submission and approval of the inception report by the technical committee	25%
2.	Upon submission of the draft report review of the draft report by the technical committee	30%
3.	Final and Approved Size Estimation Report by the technical committee	45%
		<b>100%</b>

### SUBMISSION OF APPLICATIONS

Applications must be submitted in duplicate form, with **soft copy** applications accompanied by curriculum vitae, summarised technical report on similar assignments, academic and professional qualifications emailed to [jobs@nacsec.org.zm](mailto:jobs@nacsec.org.zm) and **hard copies** sent to the address below or dropped in person;

**Director General National HIV/AIDS/STI/TB Council Plot 315, Independence Avenue P.O BOX 38718  
Lusaka**

**Closing date for receipt of applications is Thursday, 7<sup>th</sup> July, 2022**