



World Organisation
for Animal Health
Founded as OIE

Call for Consultant

Title	Review of the Australia-World Organisation for Animal Health (WOAH) One Health Partnership
Internal reference	TH/CC2024/1
Type of contract	Consultancy contract
Location	Home-based (with possible field missions)
Starting date	01 October 2024
Expected working days	28
Expected duration	3 months
Call launch date	08 August 2024
Submission deadline	30 August 2024

1. CONTEXT

1.1. BACKGROUND

The World Organisation for Animal Health (WOAH) whose statutory name is “Office International des Epizooties”, was created on 25 January 1924. Its headquarters is based in Paris. It comprises 183 Members and is present on all continents through its 13 Representations.

WOAH is an intergovernmental organisation subject to public international law. It is responsible for improving animal health worldwide. The standards it develops for the trade of live animals and products of animal origin are recognised by the World Trade Organization as reference international sanitary rules. ([Home - WOA - World Organisation for Animal Health](#)).

The Australia-WOAH One Health Partnership (“The Partnership”) is a project funded by the Australian Government Department of Foreign Affairs and Trade (DFAT), [Indo-Pacific Centre for Health Security \(IPHSC\)](#) and implemented by WOA. The first phase of the Partnership was implemented between June 2019 and December 2023. In June 2023 the Partnership has entered in its second phase which will conclude 15 September 2027.

The Partnership aims at strengthening Veterinary Services in South-East Asia and the Pacific to improve regional health security through a ‘One Health’ approach to prevent, prepare for and respond to infectious disease threats. Three end of project outcomes have been identified:

- EOPO1: Veterinary Services in SEA and the Pacific have strengthened One Health capacities
- EOPO2: Veterinary Workforce operates in an enabling environment informed by GEDSI
- EOPO3: Prevention and control of endemic zoonoses are improved through a One Health approach as demonstrated through rabies outcomes have been defined:

WOAH, as a member-driven organisation, aligns its work programme to the priority needs and interests of its Membership (countries and territories). The Partnership was designed to implement regional activities in line with WOA mandate (and as much as possible in support of ASEAN and SPC action and strategies) with punctual support at the national level at the request of the countries. Among the activities conducted by WOA under the Partnership are One Health coordination support activities, evaluation of Veterinary Services, veterinary legislation support, veterinary workforce development support, rabies control activities and wildlife health-related activities.

A mid-term review of the first phase of the Partnership has been conducted during phase 1 in 2022. Through this consultancy and following the closure of phase 1 and a first year of implementation of phase 2, WOA is aiming to review the Partnership to assess the projects relevance, coherence, effectiveness, efficiency, sustainability and impact in line with [DFAT’s Monitoring, Evaluation, Learning Framework](#) and [standards](#).

1.2. PURPOSE

Taking into account i) the methodology, conclusions and recommendations of the mid-term review in 2022, ii) the outcomes and final report of phase 1, iii) the proposal and results framework (Annex 3) of Phase 2, the purpose of this review is to provide an analysis of the results, achievements and challenges of the Partnership thus far along OECD DAC criteria and to provide corresponding recommendations. The evaluation shall inform the further implementation of phase 2 of the Partnership and ensure it is structured to respond to its objectives and expected outcomes in 2027.

The review will be undertaken with the financial support of the DFAT/IPHSC under the “Australia-WOAH One Health Partnership” project.

2. DUTIES AND RESPONSIBILITIES

2.1. OBJECTIVES OF THE ASSIGNMENT AND SCOPE OF WORK

The objectives of review are to:

- Review the Australia/WOAH One Health Partnership along [OECD DAC criteria](#) and in line with [DFAT Partnerships for a Healthy Region - MEL Guidance and standards](#).
- Confirm target countries of the project are satisfied with the action and results of the project.
- Assess to which extent the recommendations of the mid-term review have been considered.
- Define if key documents of the project, in particular M&E plan and Theory of Change should be reviewed and provide corresponding recommendations
- Provide practical recommendations for the implementation of the Phase 2 in order to reach the expected end of project objectives.

Several evaluation questions will be prepared to guide the review. They will be discussed with the consultant and will represent an important basis to frame the exercise and ensure a well targeted review. The evaluation questions will at least include the following:

- The two overarching evaluation questions in relation with the project already identified in the M&E plan:
 - Can WOAHA Members attribute improved One Health capacities and collaboration to the project support measures?
 - Have WOAHA Members changed processes or practices demonstrating improved GEDSI?
- Questions to guide WOAHA teams in the implementation of the project:
 - Is the current project design, activities, implementation and orientations fit to achieve the end of project outcomes?
 - Is the project sufficiently resourced to achieve the end of project outcomes?
 - Following the adoption of the GEDSI strategy for the project, should the M&E plan be reviewed?
- Questions to confirm the target countries are satisfied with the implementation and outcomes of the project:
 - Do target countries perceive the activities of the project positively?
 - Which activities target countries would like to see emphasised or reduced in the project?

The objectives shall be achieved through:

- Collection of relevant data to assess the results and achievements at the end of the Partnership (including literature review, potential questionnaires or interviews).
- Analyse data and develop a comprehensive report which provides recommendations for the further implementation of phase 2 of the Partnership.
- Support wide dissemination of the review (including drafting a ready-to-use article, developing a PowerPoint presentation and oral presentations at events).

2.2. EXPECTED OUTPUTS AND DELIVERABLES

The final review report is expected to:

- Be written in English;
- Include figures, data, graphs, tables and illustrations which support the content;
- Be approximately 15/20 pages long with the following structure;
 - Executive Summary;
 - Introduction and context;
 - Discussion and scoring along OECD DAC criteria;
 - Conclusions and recommendations;
- Unlimited annexes including references (not included in the 15/20 pages).
- Other final deliverables include a ready-to-use article, a PowerPoint presentation and presentations of the conclusions of the review for stakeholders.

Deliverables	Deadline (prov.)	Days of work (prov.)
Inception		
Develop an updated project work plan and calendar	01 October 2024	0,5
Inception meeting with WOAHA	03 October 2024	0,5
Collection of data and relevant information		
Review of existing literature, data and information, including 2022 report	14 October 2024	3
Identify a list of relevant stakeholders/experts and methodology to collect information from them (questionnaire, interviews)	15 October 2024	2
Conduct questionnaire/interviews to specific relevant stakeholders	31 October 2024	8
Analysis of the data and drafting of the review report		
Perform data analysis	07 November 2024	3
Develop tables, graph and illustrations relevant to present the information	11 November 2024	1
Draft and submit a first draft of the review to WOAHA and relevant stakeholders for comments and inputs	15 November 2024	5
Finalise the review with clear recommendations after collating comments from relevant stakeholders and WOAHA	26 November 2024	2,5
Dissemination of the conclusions of the review		
Draft a synthetic article on the conclusions and recommendations that WOAHA could publish	28 November 2024	0,5
Develop a PowerPoint presentation which presents the review, its conclusions and recommendations	29 November 2024	0,5
Finalise the article and PowerPoint presentation after collating comments from WOAHA	09 December 2024	0,5
Present the conclusions of the report at 2 different events/meetings to be decided by WOAHA (one event to be recorded to be reused by WOAHA in additional events)	TBC in 2025	1
Total		28

3. QUALIFICATIONS AND EXPERIENCE

The Consultant should demonstrate the following skills/qualities and adhere to the highest review standards and code of ethics expected by WOAHA and its partners:

3.1. EXPERIENCE AND EXPERTISE

- Technical knowledge and demonstrated experience in project review and evaluation (required);
- Proven working experience with the Veterinary Services sector, animal health issues or One Health (will be an asset);
- Experience in conducting qualitative and quantitative research including surveys, questionnaires, focus group discussions and interviews to collect information (required);
- Proven experience in writing reports, using graphs, tables and other relevant illustrations to support and illustrate ideas (required);

- Working experience in Asia and the Pacific (will be an asset).

3.2. INTERPERSONAL SKILLS

- Demonstrated ability to break down and communicate complex concepts simply for a range of stakeholders;
- A pragmatic and realistic approach for the recommendations to be implemented by Veterinary Services;
- Ability to work in a collaborative manner and communicate clearly in written and oral formats;
- Excellent report drafting and presentation skills in English, including the ability to convey complex issues and ideas in simple, plain language.

4. WORK ARRANGEMENTS

4.1. ORGANISATION OF THE WORK

The assignment may be undertaken by an individual consultant or by a team of consultants (under the lead of one applying consultant) and will be home-based. If travels are needed during the consultancy, WOAHP support (according to WOAHP consideration and applicable rules) will be provided. **Bidders should not include costs of potential travels in their financial offers.**

- The consultant(s) will report to WOAHP Sub-Regional Representation for South-East Asia (SRR SEA), WOAHP Regional Representation for Asia Pacific (RRAP) and WOAHP Engagement and Investment Department (EID).
- As WOAHP teams are based in Paris, Bangkok and Tokyo, and countries of interest in South-East Asia and the Pacific, the consultant should be aware that meetings and interviews will have to be conducted during usual working times in the above-mentioned areas.
- All documents shall be written in English.
- WOAHP contacts for the Consultant(s) will be: Mr Stéphane Renaudin (s.renaudin@woah.org), Dr Maho Urabe (m.urabe@woah.org) and Mr Lorenz Nake (l.nake@woah.org).
- The Consultant(s) and WOAHP will discuss and agree on the workplan and way forward to drive the consultancy. WOAHP will introduce the consultant(s) to relevant stakeholders and will facilitate, if needed, any required meeting or discussion with stakeholders.
- The Consultant(s) should periodically and at each milestone (defined at the start of the consultancy), report to WOAHP the progress on the workplan.
- WOAHP team will provide the feedback on the deliverables and validate the work submitted by the consultant(s). Several iterations may be needed between WOAHP and the Consultant(s) before the deliverables are validated.

4.2. PAYMENT SCHEDULE

The following payment schedule will be finalised jointly in the Contract.

- Forty percent (40%) of the total price will be paid upon the validation by WOAHP of the updated project work plan and calendar.

- The balance payment will be issued upon reception and validation of all the final deliverables by WOAH.
- Payment will be made on receipt of the corresponding undisputed invoice, which must be issued after the services have been provided. WOAH will pay undisputed invoices within 45 days of receipt by bank transfer or cheque.

5. STRUCTURE OF THE RESPONSE

Interested Consultant(s) are invited to submit a proposal including the following documents:

- A CV providing dedicated sections describing specific and detailed evidence of the expertise, experience, and competencies required and desired (maximum 3 pages)
- A technical proposal (maximum 4 pages). The technical proposal shall clearly describe the understanding of the context and objectives of the work, the methodology and the tools to achieve the objectives described in Section 2.1.
- One example of a similar nature of work conducted
- Annex 1 “Financial offer” duly completed and signed
- Annex 2 “Declaration of integrity” duly completed and signed

6. EVALUATION OF PROPOSALS AND AWARD OF THE CONTRACT

WOAH will proceed to an evaluation of all final proposals according to the criteria described below:

- Criteria 1: technical criteria (70%)
 - Expertise and experience (50%)
 - Demonstrated understanding of the context and methodology proposed (50%)
- Criteria 2: financial criteria (30%)
 - Global cost (100%)

7. RESPONSE PROCEDURE

7.1. RESPONSE PROCESS

WOAH reserves the right to introduce non-substantial modifications to the tender documents. In the event that WOAH, either following a request from the Consultant or on its own initiative, introduces a modification of the call, all Consultants having received the invitation to submit a proposal will be informed. WOAH shall signal on the call that modifications have been made and may extend the deadline for submission of proposals to allow Consultants to take into account these changes.

7.2. COSTS OF RESPONSES

Consultants are responsible for all costs and expenses, including professional fees, incurred in connection with the preparation and submission and generally their participation in the Call for Consultant procedure.

7.3. CONDITIONS OF PARTICIPATION

Natural and legal persons who have provided a compliant response to the consultation as published may apply.

No more than one proposal may be submitted by a person whether as a natural or legal person.

In participating to this consultation, the consultant warrants by doing so that he/she:

- is not bankrupt or under mandatory liquidation, is not having its affairs administered by the courts, has not entered into an arrangement with creditors, is not the subject of proceedings concerning its business activities, or is not in any similar situation arising from a procedure provided for in national legislation or regulations;
- has powers of representation, decision-making or control over it or a member of an administrative, a management or a supervisory body has not been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organization, money laundering, offences linked to terrorist activities, child labour, human trafficking, creating or being a shell company or any other irregular or illegal activity ;
- has powers of representation, decision-making or control over it have not been guilty of professional misconduct, including misrepresentation.
- is in compliance with all its obligations relating to the payment of social security contributions and of taxes in accordance with the national legislation or regulations of the country in which the Consultant resides;

Consultants undertake to provide documentary evidence related to the items mentioned above upon request by WOAHA at any point during the call for consultancy procedure and/or contracting process. Should a consultant fail to produce reasonable evidence, WOAHA reserves the right to reject the consultant's response and, in the event it has already entered into a Contract with the consultant as a result of the process, to terminate such Contract with immediate effect.

The REFINITIV WORLD-CHEK ONE global compliance screening platform will be consulted. In accordance with WOAHA's internal rules, the identification of a Consultant by this platform may lead to its exclusion.

7.4. CONFLICTS OF INTEREST

Under no circumstances is a Consultant to contact any person employed by or representing WOAHA regarding the call for consultant procedure other than the person(s) mentioned in this document.

In participating to this consultation, a tenderer represents and warrants that the Consultant:

- does not have any conflict of interest arising from economic interests, political or national affinities, family or emotional ties, or any other relevant connection or shared interest in connection with any Contract that may be entered into between the Consultant and WOAHA as a result of the consultation;
- will inform, without delay, of any situation constituting a conflict of interest or which could give rise to a conflict of interest;
- No offer of any type whatsoever from which an advantage can be derived under the Contract has been or will be made;
- has not granted and will not grant, has not sought and will not seek, has not attempted and will not attempt to obtain, and has not accepted and will not accept, any advantage, financial or in kind, to

or from any party whatsoever, constituting an illegal practice or involving corruption, either directly or indirectly, as an incentive or reward relating to the award of the Contract;

- It has not and will not make any misrepresentation, either knowingly or negligently, in supplying any of the information requested by WOAH.

7.5. PROPOSAL SUBMISSION

WOAH places high value on a multicultural and positive work environment and seeks gender and geographical balance in its international consultants. WOAH welcomes proposals of all qualified candidates, irrespective of their ethnic origin, gender, opinions or beliefs.

If you are interested in this call for consultant, please send your proposal to the following address: s.renaudin@woah.org; m.urabe@woah.org, l.nake@woah.org

WOAH, as a data controller, will process the personal data you provide in the bidder for the purposes of identifying a suitable Consultant, to support its work.

The data collected will be processed internally for the aforementioned purposes and for the resulting administrative acts, it shall be kept for the duration of the contract with you and in an intermediate archive for a duration of 10 years during the audit period.

You have rights to access and rectify your personal data, as well as to request erasure and obtain data portability under certain circumstances.

To exercise these rights or if you have any questions about the processing of your data, you can contact our data protection officer at dpo@woah.org. For more information check our [Privacy Policy](#)

Should you have any questions, please contact Mr Stéphane Renaudin (s.renaudin@woah.org) Dr Maho Urabe (m.urabe@woah.org) and Mr Lorenz Nake (l.nake@woah.org).

To comply with disclosure requirements and enhance transparency, WOAH shall publish on its [website](#) the following information about the Contract which shall be concluded with the awarded consultant: (i) the nature of the contract (ii) year of award (iii) name and locality of the Consultant; (iv) the title, purpose of the Consultant; and (v) the amount of this Agreement. WOAH will not release or publish information that could reasonably be considered confidential or proprietary.

ANNEXES

Annex 1: The financial offer to be returned duly completed and signed

Annex 2: The declaration of integrity to be returned duly completed and signed

Annex 3: Results Framework – Australia/WOAH One Health Partnership Phase 2



ANNEX 3 - RESULTS FRAMEWORK – AUSTRALIA/WOAH ONE HEALTH PARTNERSHIP

	Desired result	Indicator	Data source/Frequency of data collection	Who will collect & analyse the data	Baseline	Current value	Target
Broader goal (IPCHS goal)							
End of project outcomes	EOPO1: VS in SEA and the Pacific have strengthened One Health capacities	x% of NBW roadmap activities have been completely or partially implemented by countries	NBW follow-up focal group discussion 12 months after the NBW Frequency: Annual	MIA, PM, KD	0		30%
		x% of target countries submit at least 1 report per calendar year, through WAHIS, complies with WOAHP reporting requirements	WAHIS analysis Frequency: Annual	MM	tbd		80%
		WOAH Members can attribute improved One Health capacities and collaboration to support measures	Evaluation Frequency: Evaluation	External Evaluation			
	EOPO2: Veterinary Workforce operates in an enabling environment informed by GEDSI	x pieces of regulations, policies and/or systems changed (legislation passed, curricula reviewed or VSBS)	Follow-up survey Frequency: Annual	PM, MU	0		3



		established) in SEA and the Pacific region					
		x VEEs are accredited or comply with ASEAN VEE accreditation standards	ASEAN accreditation records Frequency: Annual	PM, WOAHSoutheast Asia Veterinary Schools Association (SEAVSA)	0		3
		Have WOAHS Members changed processes or practices demonstrating improved GEDSI?	Evaluation Frequency: Evaluation	External Evaluation			
	EOPO3: Prevention and control of endemic zoonoses are improved through a One Health approach, as demonstrated through rabies	x countries show improvement of relevant aspects of SARE, UAR Rabies Roadmap or ARES M&E system	Monitoring meeting Frequency: Annual	KC	Annex 2 of ARES. Rabies situation in ASEAN Member States		2
Intermediate outcomes	IO1: Intersectoral OH collaboration has improved	x% of workshop participants consider the impact of NBW on intersectoral collaboration as significant or major	NBW workshop questionnaire at the end of NBW Gender Disaggregated indicator	MIA, PM, KD	0		75
	IO2: Improved reporting to WOAHS WAHIS	80% of training participants improve the score between pre and post training test	Pre- and post-training test Gender Disaggregated indicator	MM	0		80
	IO3: Improved awareness for the importance of an enabling environment of VS including GEDSI	x% of participants confirm understanding key elements of an enabling environment	Survey following workshop Gender Disaggregated indicator	PM, MU	0		75



		for workforce development					
	IO4: ASEAN Members regularly monitor progress in rabies elimination	x% of ASEAN Members countries regularly updating SARE, UAR Roadmap or ARES M&E	SARE and ARES monitoring tools	KC	0		60
	IO5 Wildlife health's integration in the OH approach is improved	x% of Wildlife network members confirm participation of their sector in national One Health activities (NBWs, National OH committees, OH Platforms, OH NSP)	Questionnaire/ Focus Group discussion	KC, LT	0		65
Outputs	1. VS have addressed identified One Health weaknesses	x PVS Pathway activities conducted	PVS Reports	MIA	0		8
		x targeted support measures following NBW; PVS; EPR have been implemented	Reports	MIA, AF, PM, MU	0		5
	2. Veterinary Services are trained on surveillance and disease notification	staff of x target countries have completed training	Participant list Gender Disaggregated indicator	AS, DD	0		18
	3. VS have veterinary workforce development plans, reviewed veterinary legislation, regulation and education	x workforce assessments or development plans or workshop recommendations developed	Plans and assessments	PM, MU	0		5



		x VLSP, VSB and curricula review missions conducted	Report	PM, MU	0		4
		GEDSI awareness activities (including the dissemination of gender survey results) conducted	Minutes of meeting	SR, PM, MU	0		2
	4. A SEA rabies Network (ASEAN Rabies coordination Group-ARCG) supports its Members in rabies elimination	x meetings of the SEA rabies network (ARCG)	Minutes of the meetings	KC	0		4
		x rabies targeted control/elimination interventions (including NSP development)	Reports	KC	0		5
	5. SEA and Pacific wildlife health strategies/plans are implemented	x number of strategies/plans reviewed or adopted	Plans	KC, LT	0		2