RE-ADVERTISED

EAST, CENTRAL AND SOUTHERN AFRICA HEALTH COMMUNITY (ECSA-HC)

INVITATION FOR EXPRESSION OF INTEREST FOR PROVISION OF
CONSULTANCY SERVICES FOR DEVELOPMENT OF INFORMATION
TECHNOLOGY DISASTER RECOVERY PLAN

Date: 27/05/2020

1. The East, Central and Southern Africa Health Community (ECSA-HC) is a diplomatic and Intergovernmental Organization mandated to foster regional cooperation for better Health in ECSA region. The current member states are Eswatini, Kenya, Lesotho, Malawi, Mauritius, Uganda, Tanzania, Zambia and Zimbabwe.

2. The ECSAHC has set aside funds for financial year 2020/2021 towards the cost of operations and consultancy services. It is intended that; part of funds will be applied to eligible payments under the contract for Provision of Consultancy Services for Development of Information Technology Disaster Recovery Plan.

3. The Main Objective of the Consultancy;
   To develop a disaster recovery plan /strategy for the ECSA HC based but not limited to the following areas;
   - Internal Recovery Strategies
   - Vendor Supported Recovery Strategies
   - Developing the Data Backup Plan
   - Options for Data Backup

4. The consultancy is further expected to advise and provide guidance on the following components;
   a. Computer room environment (secure computer room with climate control, conditioned and backup power supply, etc.)
   b. Hardware (networks, servers, desktop and laptop computers, wireless devices and peripherals)
   c. Connectivity from service providers (fiber, cable, wireless, etc.)
   d. Software applications (electronic data interchange, electronic mail, enterprise resource management, office productivity, etc.)
   e. Data back up and data restoration
   f. Human resources capacity
5. The ECSA-HC invites Expression of Interest (EOI) from eligible, qualified and experienced consulting firms to be shortlisted for Provision of Consultancy Services for Development of Information Technology Disaster Recovery Plan.

6. Selection will be conducted through the Quality Based Selection-QBS criteria as per ECSA-HC procurement procedures.

7. Please note that this is NOT a request for Technical or Financial proposals. After review of expression of interest, the shortlisted firms will be issued with the Request for Proposal (RFP) and provided with the specific Terms of Reference (ToR).

8. The following criteria will be used to assess the EOI:

   (a) Consultant’s profile (Brief historical background, physical registered office and technical competence)
   
   (b) At least 3 to 7 years proven experience in similar assignments.
   
   (c) Availability of appropriate managerial and technical skills among staff
   
   (d) Details of previous Assignments Performed

   1. Name and address of the client
   2. Value of the Assignment(s)
   3. Date of execution.
   4. Name of the lead and associate firms

   (e) Experience in working with international organizations in Developing of Information Technology Disaster Recovery Plan

   (f) Valid Legal status (Tax Clearance Certificate, Business License, Certificate of Incorporation, Registration Certificates from relevant professional boards, TIN and VAT certificates).

9. All applications and requests for clarifications should be in English and be sent to the Director General, ECSA Health Community, Plot No. 157 Oloirien, Njiro Road, P.O Box 1009, Arusha-Tanzania or by e-mails doid@ecsahc.org cc: procurement@ecsahc.org and s_sibandze@ecsahc.org.

10. The interested firms may request further clarifications from the Office of the Director General from 0800 to 1500 hours Monday to Friday except on public holidays, through the aforementioned emails The responses for clarifications shall only be made within seven (7) days prior to the deadline for submission of application.

11. The deadline for submission is 10th June, 2020 at 1500 hours. Applications will be opened promptly thereafter at East, Central and Southern Africa Health Community
Secretariat (ECSA-HC) Plot No. 157 Oloirien, Njiro Road, P.O Box 1009, Arusha-Tanzania.

12. Late Expressions of Interest shall not be accepted for evaluation irrespective of the circumstances.

The Director General.
The East, Central and Southern Africa Health Community (ECSAHC),
Plot No. 157 Oloirien, Njiro Road,
P.O.Box 1009,
Arusha-Tanzania.