



United Republic of Tanzania  
Ministry of Health, Community Development,  
Gender, Elderly and Children



## **TANZANIA FOOD AND NUTRITION CENTRE**

### **Terms of Reference (TOR) for Consultant(s) To Development the 2<sup>nd</sup>National Multisectoral Nutrition Action Plan (NMNAP II) 2021/22 – 2025/26**

#### **1.0 Introduction**

These terms of reference provide the background to the recruitment of a Consultant(s) that will be engaged to develop the **2nd National Multisectoral Nutrition Action Plan (NMNAP II) for the period 2021/22 – 2025/26**. In addition to describing recruitment and remuneration processes, they also define the scope of work, methodology of work and expected responsibilities, deliverables and workplan for the Consultant(s).

#### **2.0 National Policy Framework**

2.1 The Tanzanian Government is implementing the National Food and Nutrition Policy of 1992. In a view to operationalize the implementation of this policy and basing on the current situation, in 2015/16 the Government developed the National Multisectoral Nutrition Action Plan (NMNAP) to guide implementation of nutrition activities for the period of five years 2016/17 – 2020/21. The NMNAP has served as a guide to all stakeholders implementing nutrition activities at various levels in the country.

2.2 In 2019, the Government conducted a Mid-Term Review (MTR) of the NMNAP in order to review progress towards expected results after the first phase of implementation and propose relevant measures to accelerate achievement of NMNAP desired results. The MTR revealed significant progress was made towards achieving the set targets and highlighted a crucial issue that the country needed to continue addressing in order to alleviate all forms of malnutrition throughout the lifecycle.

2.3 In general, implementation of the NMNAP has shown improvement in some of the under-nutrition indicators. According to the national SMART Survey of 2018, stunting among children under five years has been reduced from 34.7% in 2014 to 31.8% (2018), while wasting has remained below the recommended less than five percent. However, the burden of malnutrition is still high as one third of women of reproductive age are either anemic (29%) or overweight/obese (32%). Despite these notable achievements, **Tanzania is experiencing a triple burden of malnutrition** i.e. (1) undernutrition in the form of stunting, wasting and underweight; micronutrient



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deficiencies, especially of iron, folic acid, vitamin A and iodine; and overweight/obesity.

### 3.0 NMNAP 2021/22 – 2025/26: KEY ISSUES FOR CONSIDERATION

- 3.1 Different forms of malnutrition should not be viewed entirely in isolation from each other. Rather, the various forms of malnutrition are intertwined throughout the **life cycle**<sup>1</sup>. To expedite realization of the positive impact in nutrition, it is important to embrace **a system approach** to build on existing frameworks. The systems approach avoids the thinking that malnutrition has determinants that operate along linear pathways. Instead, it puts the focus on multiple, interconnected determinants, and recognizes shared responsibility, and the need to mobilize attention and resources from a wider variety of societal and governmental institutions.
- 3.2 The NMNAP 2021/22 – 2025/26 should be able to address the **triple burden of malnutrition across the life cycle**; with nutrition specific and sensitive interventions from various systems, including health, social protection, education, food, water, community development, finance, industry and trade. The plan should also accommodate **interventions for all age groups and those with special health and nutrition needs**.
- 3.3 The plan should also be designed based on **four outcomes (key result areas)** which aim at **(1) addressing under-nutrition, (2) micronutrient deficiencies, (3) over-nutrition, and (4) strengthening enabling environment for nutrition**. The development of this plan should align with the national, regional and international targets and commitments regarding nutrition. Targets stipulated in key documents such as the 3<sup>rd</sup> Five Year National Development Plan (FYDP III), Food and Nutrition policy, Health policy, Health Sector Strategic Plan V, The Agricultural Sector Development Programme II (ASDP II), Ruling Party Manifesto and other sectoral plans. As well as to ensure that the plan is aligned to nutrition targets in the African Nutrition Strategy, Southern Africa Development Cooperation (SADC) Nutrition Strategy, World Health Assembly nutrition targets (WHA), Sustainable Development Goals (SDGs) and Agenda 2063.

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<sup>1</sup> Pregnancy/utero, Early childhood (0 – 2 years, 3 – 5 years), Middle childhood (5 - 9 years), Adolescents (10 - 19 years), Adults (men and women), Elderly (above 60 years)



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3.4 The plan should include key **nutrition specific and sensitive interventions based on the life cycle approach**. The plan should also take into consideration **people with special nutrition needs** such as nutrition related diseases and disorders and crosscutting issues such as gender and environment.

### 4.0 Approach

4.1 The 2<sup>nd</sup> NMNAP should be prepared in a participatory multisectoral approach, whereby different nutrition stakeholders are involved at various stages of development. The **High-Level Steering Committee for Nutrition (HLSCN)** will assume responsibility of overseeing the development process through the **NMNAP II Development Coordination Committee**. The entire process of preparation of the NMNAP II is divided into three phases; (1) Preparatory Phase, (2) Development Phase which is the actual development of the plan involving facts findings and information gathering through review of documents and consultative meetings; and 3) drafting of the plan, validation, endorsement and launching.

4.2 The Government will be responsible for coordinating all undertakings as regards to Phase I and III and facilitate some of the activities in phase II. **The consultant(s) will be fully responsible for all undertakings in phase II.** When the development process has been completed, the comprehensive NMNAP II document will be validated by stakeholders in different **Key Results Areas/Outcomes (KRAs)**<sup>2</sup>, endorsed by HLSCN then launched.

### 5.0 The process for developing the NMNAP II (Terms of Engagement, Scope of work and responsibility)

5.1 The scope of work of the Consultant(s) will be coordinated by the NMNAP II National Development Coordination Committee (NDCC) and will receive technical support from the NMNAP II Technical Development Committee (TC).

5.2 **The Consultant(s) will be expected to put together the main experts in each of the KRA (Key result areas)** and will work to produce simple quality documents with clear logical frameworks and budgets for the implementation of interventions. The

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<sup>2</sup>(1) Addressing under-nutrition, (2) micronutrient deficiencies, (3) over-nutrition, and (4) strengthening enabling environment for nutrition.



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costing approach will be an activity-based costing and will necessitate detailed action plans, with clear targets and inputs.

- 5.3 The Consultant(s) will meet regularly with the NMNAP 2016/17 – 2020/21 TWG members or specific members** to explore best practices and learning's drawn from global and national experiences necessary to inform and guide the development process.
- 5.4 The Consultant(s) will provide progress updates** on monthly basis to the **NMNAP II Development Coordination Committee** regarding the development process basing on the agreed timelines.
- 5.5 The Consultant(s)** will ensure that all drafted comprehensive plans are costed realistically.
- 5.6 The Consultant(s)** on completion of the action plan will work to consolidate and prepare the Common Result, Resource and Accountability Framework (CRRAF). The CRRAF will consolidate all interventions and indicators that were set in each KRA, and to which the different sectors will be accountable. This will be the main tool to track progress in nutrition, together with the accountability matrix and the multisectoral nutrition scorecards.
- 5.7 The Consultant(s) will finalize the NMNAP II document** which will be discussed with the **Development Coordination Committee** before being submitted for validation. The final document will be a coherent plan consolidating clear costed implementation plans that will guide the Government and partners in the implementation and scaling-up of high impact nutrition interventions. The High-level Steering Committee on Nutrition chaired by the Permanent Secretary of Prime Minister Office (Policy, Government Coordination and Investment) will oversee the entire development process and will be responsible for endorsing the process and validating and approving the developed plan.

### **6.0 Methodology**

The Consultant(s) may use various methodologies to ensure adequate coverage of the scope of work and meet the responsibilities defined in this TOR and agreed workplan.



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Some of the expected methods (not exhaustive) may include desk reviews and consultative meetings with TWG, experts and policy makers.

### 7.0 Expected Deliverables

The Consultant(s) is expected to deliver the following: -

- i. Comprehensive costed NMNAP II document.
- ii. Detailed action plan of key interventions for each stage of the lifecycle
- iii. Detailed action plan for strengthening the enabling environment.
- iv. Result Framework (CRRAF)

### 8.0 Required skills/background

- 8.1 Experience of working in a consortium of technical people from multiple sectors, disciplines, and expertise and on high-pressure.
- 8.2 At least 5 years' experience of working in Nutrition and related projects/programmes in Tanzania.
- 8.3 Thorough understanding of the implementation life cycle components including *ability to identify problems, gather requirements, conduct analysis and provide accurate solutions.*
- 8.4 Experience in designing, developing and testing policy level documents (within or outside the region<sup>3</sup>).
- 8.5 Excellent communication and writing skills, including the ability to translate technical information clearly and concisely.
- 8.6 Must demonstrate excellent command of English and Swahili, both written and oral.
- 8.7 Must demonstrate ability to work in teams within a multi-cultural environment.
- 8.8 Willingness to adhere and uphold Laws and regulation of Tanzania throughout the entire activity.
- 8.9 Flexibility to travel on short notice.
- 8.10 Postgraduate degree or its equivalent in Nutrition, Social Sciences, Life Sciences, Health or a related field.

### 9.0 Management and Location of the Consultant(s)

- 9.1 The Tanzania Food and Nutrition Centre (TFNC) will recruit the consultant(s) on behalf of the High-Level Steering Committee on Nutrition (HLSCN) through a competitive process.

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<sup>3</sup>Countries within EAC, SADC, IGAD or ECOWAS



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9.2 **The Consultant(s)** may operate while residing anywhere within the United Republic of Tanzania, but at all times during the contract will be obligated to report to the Chair/Co-Chair of the NMNAP II Development Coordination Committee. However, with the consent or directives of the **NMNAP II Development Coordination Committee** the **Consultant(s)** may be required to travel within the country as part of undertakings during the development process. Arrangements will be made to facilitate the travel.

### 10.0 Workplan

The consultant(s) is/are expected to develop a detailed and realistic workplan<sup>4</sup> with clear timelines and milestones and follow the workplan accordingly.

### 11.0 Timeline and budget

11.1 The entire process of development and endorsement of the 2<sup>nd</sup> NMNAP will be from March 2021 to July 2021, which is a total of five months. **However, the Consultant(s) is expected to complete the task in four (4) months which equals to 112 days (28 working days per month) within this timeframe.**

11.2 Given the need for a highly qualified and motivated locally based (Tanzanians) **Consultant(s)**, the remuneration will consider Government Rates as regards to daily subsistence rates (per diem) when work is done outside area of domicile.

11.3 **The Consultant(s)** will be responsible for recruitment and remuneration of any supporting personnel in the team who will be involved during the development process.

11.4 The Government through **NMNAP II Development Coordination Committee** will be responsible for recruitment and remuneration of any technical personnel who may be required to assist in terms of technical consultation with the **Consultant(s)** during the development process.

11.5 Both parties will remain open to additional discussion and negotiations, should there be a need of doing so as regards to terms of engagement, remuneration and mode of funds disbursement.

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<sup>4</sup> The Workplan will be part of the consultancy document submitted to the NMNAP II Development Coordination Committee as a prerequisite to the awarding of the Contract



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11.6 All financial transactions as regards to remuneration or facilitations to the **Consultant(s)** will be subjected to laws and regulations<sup>5</sup>, and will be done through specific bank accounts as prescribed by the **Consultant(s)**.

11.7 **The Consultant(s)** will only commence the task upon signing of the contract.

### **11.8 Questions and queries**

All questions should be submitted to Mr Geoffrey Chiduo <mailto:geofrey.chiduo@tfnc.go.tz> and copied to <mailto:md@tfnc.go.tz> not later than Friday 12th February 2021

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<sup>5</sup> Budget Act No. 11 of 2015, Public Finance Act 2017, Public Procurement Act 2011 and TFNC Financial Regulations.