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TERMS OF REFERENCE

National Consultant for the Development, Implementation, and expansion of the Nutrition Module in IOTA Platform

(National candidates only)

CONTRACT MODALITY	Individual Consultancy
DUTY STATION	Luanda Angola & Home based, with travel to Luanda, Huila, Namibe, Cunene, Bié and Benguela.
DURATION OF CONTRACT	6 months

Purpose of Assignment

The continuous availability of nutritional supplies is essential to ensuring the effective implementation of nutrition interventions and improving the nutritional status of the most vulnerable populations. In Angola, the Ministry of Health, with support from UNICEF and other partners, has been expanding programs focused on the prevention and treatment of acute malnutrition, micronutrient supplementation, the promotion of child feeding, and other priority nutrition initiatives. The success of these interventions depends on an efficient supply chain capable of ensuring the proper forecasting, procurement, storage, distribution, and monitoring of nutritional products.

Despite the progress made, challenges remain regarding the management of nutritional supplies, including limited visibility into inventory levels, difficulties in tracking products throughout the supply chain, delays in consolidating logistics data, and limited capacity to monitor, in real time, the consumption and availability of products at different levels of the health care system.

The digital transformation of supply chain management presents a strategic opportunity to strengthen national health systems. In this context, the Integrated Logistics Management Platform (IOTA) has been used as a tool to improve the management and monitoring of health products. However, the lack of a specific module for nutritional supplies limits the ability to efficiently monitor and manage these products, reducing the availability of information for programmatic and logistical decision-making.

With the goal of strengthening the management of nutritional supplies and promoting greater operational efficiency, the Ministry of Health, through the National Nutrition Program and in collaboration with UNICEF, intends to develop, implement, and expand the Nutrition Module on the IOTA Logistics Management Platform. This module will improve the planning, monitoring, traceability, reporting, and management of nutritional products throughout the entire supply chain, contributing to better availability of supplies and the strengthening of nutrition programs.

To support this process, it is necessary to hire a National Consultant to provide specialized technical assistance in the development, implementation, validation, expansion, and institutionalization of the Nutrition Module on the IOTA Logistics Management Platform.

Objective

Provide technical assistance to the Ministry of Health and UNICEF for the development, implementation, operationalization, and expansion of the Nutrition Module on the IOTA Logistics Management Platform, strengthening the supply chain management of nutritional supplies and improving the visibility, availability, quality, and use of logistics data for programmatic and operational decision-making.

Scope of Work

Under the supervision of UNICEF and in close collaboration with the Ministry of Health (MINSA), through the National Nutrition Program, the National Directorate of Public Health, the Provincial Health Directorates, and other relevant institutions, the consultant will provide specialized technical assistance for the development, implementation, validation, and expansion of the Nutrition Module on the IOTA Logistics Management Platform.

The consultancy will focus on strengthening the logistics management of the main nutritional supplies used in the country, namely:

- Therapeutic Milk F-75;
- Therapeutic Milk F-100;
- Ready-To-Use Therapeutic Food (RUTF) 92g;
- Albendazole 400mg;
- Mebendazole 100mg;
- Amoxicillin Suspension 125mg/5ml;
- Amoxicillin Suspension 250 mg/5 mL;
- Zinc Sulfate 20 mg;
- Micronutrient Powder (MNPs);
- Vitamin A 100,000 IU;
- Vitamin A 200,000 IU;
- ReSoMal 42 g.

The module should enable the integrated management and monitoring of these products at all levels of the National Health System, ensuring real-time visibility of inventory, consumption, distribution, and replenishment needs. The system will be used by MINSA logistics officials at the central, provincial, municipal, and health facility levels.

The consultant will work closely with the technical teams at the Ministry of Health, UNICEF, the IOTA platform developers, and other relevant partners to ensure that the module meets the operational needs of the nutritional supplies supply chain and is aligned with national logistics management procedures.

Specifically, the consultant will:

- Conduct a detailed analysis and documentation of the functional and operational requirements necessary for the development of the Nutrition Module on the IOTA Platform.
- Map the logistics management flows for nutritional supplies from the central level down to health facilities, identifying needs for monitoring, reporting, and traceability.
- Support the functional and technical design of the module for managing the designated nutrition supplies.
- Support the digital development of the module, including the configuration of forms, dashboards, reports, alerts, and logistics monitoring mechanisms.
- Ensure the entry, management, and visualization of data at the various levels of the healthcare pyramid.
- Support the definition of logistics monitoring indicators, including consumption, losses, available inventory, minimum inventory, expiration dates, distribution, and coverage.

- Coordinate and conduct functional testing of the system, identifying limitations and proposing improvements to ensure the platform operates properly.
- Support the pilot implementation of the Nutrition Module in six priority provinces: Bié; Benguela; Cunene; Huíla; Luanda; Namibe.
- Monitor the pilot's implementation, gather user feedback, and document lessons learned to support the system's nationwide expansion.
- Develop the Nutrition Module User Manual, covering all user profiles and operating procedures.
- Develop training materials, presentations, practical exercises, and quick guides for the different levels of implementation.
- Organize and conduct in-person training sessions for national, provincial, and municipal teams responsible for the logistical management of nutritional supplies in the pilot provinces.
- Train administrators and Master Users to ensure national ownership and the sustainability of the platform.
- Support the development of a national expansion plan for the module following the completion of the pilot phase.
- Produce periodic progress reports documenting the development, implementation, challenges, results achieved, and recommendations.
- Prepare and submit a Final Implementation Report containing the results of the consulting work, an analysis of the pilot's performance, key achievements, identified challenges, and recommendations for national expansion.

Work Assignments Overview	**Deliverables/Outputs**	**Delivery deadline to complete the deliverable**
Develop a detailed work plan, including methodology, timeline, stakeholder mapping, and an approach for the development, pilot implementation, and expansion of the Nutrition Module on the IOTA Platform Conduct a survey and document the functional, technical, and operational requirements necessary for the development of the Nutrition Module on the IOTA Platform, in coordination with the Ministry of Health, UNICEF, and other stakeholders.	Deliverable #1 Work plan approved by MINSA and UNICEF. Report on the assessment of functional and operational requirements submitted.	01 Dec 2026 – 12 Dec 2026

Support the functional and technical design of the nutrition module in IOTA, ensuring alignment with national health and nutrition policies, logistics management procedures, and existing information systems.	Deliverable #2 Functional specifications document and flowcharts in IOTA, validated by MINSA and UNICEF.	14 Dec 2026 - 25 Dec 2026
Provide technical coordination and oversight for the development, configuration, and customization of the nutrition module on the IOTA platform for mobile devices, ensuring that the necessary features for inventory management, consumption monitoring, product traceability, distribution management, and reporting of nutrition logistics indicators are fully operational.	Deliverable #3 Module developed and configured on all the mobile phones. Forms, dashboards, and reports implemented and tested. Identify areas for improvement and assist in resolving any technical issues.	28 Dec 2026 - 15 Jan 2027
Conduct functional testing, technical validation, and system adjustments in coordination with teams from MINSA, UNICEF, and the platform's developers.	Deliverable #4 Testing and Validation Report. Final version of the module ready for pilot implementation.	18 Jan 2027 - 22 Jan 2027
Develop operational manuals, user manuals, quick start guides, standard operating procedures, and training materials to support the implementation and sustainable use of the platform.	Deliverable #5 The User Manual is finalized, and the training materials have been approved.	25 Jan 2027 – 29 Jan 2027
Conduct training for teams at the central level on the use and management of the module. At least 10 Master Users trained.	Deliverable #6 Training report submitted	01 Feb 2027 – 05 Feb 2027
Conduct training for teams at the central, provincial, and municipal levels on the use and management of the module. At least 150 key users trained.	Deliverable #7 Training report submitted.	08 Feb 2027 – 12 Mar 2027

Gather user feedback, assist with initial troubleshooting together with the Master Users to transfer the capacity, consolidate lessons learned, and prepare a plan for national expansion.	Deliverable #8 The pilot evaluation report and national expansion plan have been submitted	15 Mar 2027 – 30 Apr 2027
Prepare the final consultancy report, including results, challenges, achieved indicators, recommendations, and a roadmap for institutionalizing the module.	Deliverable #9 Final Report approved by UNICEF and MINSA	03 May 2027 - 31 May 2027

Payment Schedule:

Payment will be made on submission and acceptance of deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.

Important Notes

- Individuals engaged under a consultancy or individual contract will not be considered "staff members" under the Staff Regulations and Rules of the United Nations and UNICEF's policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.
- Contracts are conditional upon the selected candidate's willingness to comply with any current or future vaccination requirements that may be established by UNICEF, where applicable. Failure to comply with applicable vaccination requirements, where required and without an approved medical exemption by UNICEF, may result in the withdrawal of the consultancy offer or termination of the contract in accordance with the General Terms and Conditions of Contract.
- UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

Minimum requirements:

Education:

- Advanced university degree (Bachelor's or higher) in Computer Science, Computer Engineering,

Information Systems, Information Technology, Digital Health, or related fields.

Work Experience:

- A minimum of five (5) years of professional experience in the development, implementation, management, or support of information systems, digital platforms, logistics management systems, or health information systems.
- At least three (3) years of proven experience in the development, configuration, customization, or implementation of digital solutions for data management, logistics, public health, or nutrition.
- Proven experience in analyzing functional requirements, system testing, user validation, and implementing digital platforms in institutional settings.
- Experience conducting training, providing technical capacity building, and assisting users of information systems at national and subnational levels.
- Experience working with government institutions, development partners, and multidisciplinary teams.
- Previous experience in digital health projects, supply chain management, logistics systems, or nutrition programs will be considered a strong advantage.

Skills:

- Advanced knowledge of computer science, development, and implementation of digital platforms.
- Additional training in programming, software development, databases, health information systems, or related fields.

Language Requirements:

- Fluency in Portuguese, both written and spoken, is required.
- Working knowledge of English is highly desirable, particularly for analyzing technical documentation, communicating with international partners, and preparing reports.

Desirables:

- Excellent capacity for coordination, organization, communication, and technical reporting skills.
- Ability to work independently, meet deadlines, and deliver high-quality results.
- Experience working with the Ministry of Health, United Nations agencies, or international development organizations.