



Terms of Reference

AfriFOODlinks Food Lab: Extension and Expansion of Clinic-Linked Nutrition Support Programme

30 March 2026

ICLEI Africa invites applications to participate in a project titled, **“Strengthening Learning and Partnerships in Support of Improved Nutrition for Better Health Outcomes through Clinic-Linked Nutrition Support in High-Burden Communities”**.

Bids due: 23 April 2026, 17h00

All bids should be valid for 30 days.

Work is expected to start: 4 May 2026

Bids and technical queries can be sent to: sinethemba.mthethwa@iclei.org with cc to: tiago.damasceno@iclei.org

ICLEI Africa reserves the right not to appoint a service provider in relation to this Terms of Reference (ToR).

Terms of Reference

Introduction

The AfriFOODlinks (AFL) Food Lab in Cape Town has piloted a clinic-linked nutrition support intervention aimed at addressing the intersection between food insecurity and high burdens of HIV, TB and other chronic conditions.

Through Work package 2 – Governance, AFL supports cities to strengthen urban food system governance and implementation through complementary approaches. Among these, it promotes multi-stakeholder platforms (MSPs) to improve coordination, collaboration and shared decision-making across public, private and civil society actors. Second, it facilitates Food Labs as action-oriented, real-world learning processes that test and refine practical interventions, generating evidence to inform policy, partnerships and longer-term programme development.

Following reductions in international funding for health interventions in the City of Cape Town, support for chronically ill patients has declined. In response, ICLEI Africa, through the AfriFOODlinks Food Lab process in Cape Town, initiated a pilot programme delivering nutritious food parcels to vulnerable patients linked to local clinics in Masiphumelele. The initiative emerged from initial mapping work on food access around clinics and evolved into a practical, action-learning pilot responding to the clear intersection between food insecurity and high burdens of HIV, TB, and other chronic conditions.

The pilot has been implemented by ICLEI Africa in partnership with the City of Cape Town and the Masi Creative Hub. The City of Cape Town has supported coordination with clinic services and enabled integration of the intervention within the public health system. The intervention focuses on supporting TB patients through clinic-linked identification and community-based nutrition support delivered via donated food parcels. The Masi Creative Hub has coordinated local implementation and distribution in close collaboration with clinic staff, aligning support with patient visits and treatment processes, while external food supply partners have contributed through the provision of food parcels and associated logistics via established redistribution networks.

The pilot has demonstrated strong engagement from clinic staff and community partners, while also highlighting the importance of refining delivery logistics, strengthening coordination mechanisms, and testing pathways for longer-term sustainability. By implementing a real-world intervention, the initiative has enabled multiple stakeholders to work collaboratively to better understand operational requirements, delivery dynamics, and potential impacts of sustained clinic-linked nutrition support. The next phase will focus on consolidating lessons from the initial implementation, strengthening operational and partnership arrangements, and assessing the feasibility of expanding the model to additional sites and partners, including opportunities for adaptation, replication, and longer-term sustainability.

Scope of work

The purpose of this assignment is to appoint a service provider (or consortium of service providers) to support the extension and structured expansion of a clinic-linked food support model over a defined implementation period, while also contributing to the assessment of the impact of food support on patient outcomes, including treatment adherence.



This includes:

- Strengthening and refining the existing pilot model
- Expansion into one additional site
- Supporting partnership development for long-term sustainability
- Identifying and recommending potential partners to support implementation
- Generating evidence to inform future programming and policy

The appointed service provider will be required to undertake the following:

Pilot Consolidation and Expansion (Existing Site)

- Strengthen implementation of the current clinic-linked model in Masiphumelele
- Explore the potential to expand support to include mother-to-child nutrition interventions
- Test and refine delivery approaches

Additional Site Scoping and Feasibility

- Identify and assess at least one additional urban site for potential expansion using criteria such as:
 - Health burden and clinic data availability
 - Existing local partnerships
 - Operational feasibility and safety
 - Complementary food system initiatives

Partnership Development

- Identify and engage potential long-term programme partners
- Explore funding and co-financing opportunities
- Support development of a scalable health-linked food support programme concept

Monitoring, Evaluation and Learning (MEL)

- Support data collection and documentation of implementation
- Capture operational lessons and programme insights
- Contribute to structured learning outputs

Research and Documentation

Contribute to development of:

- A short working paper on programme implementation and lessons that will be published as part of the AfriFOODlinks working paper series.
- Inputs into potential academic outputs (in collaboration with research partners)

Food Parcel Support

- Facilitate coordination of food parcel provision linked to programme delivery
- Support integration of food parcels into clinic-linked interventions
- Provide and deliver affordable food parcels for up to 60 beneficiaries per month for 4months; specify the unit cost per parcel and the total monthly cost for this service
- Take full responsibility for the safety of food and beverages

Note:

Applicant/Member of the applicant consortium should be providing the food at a subsidised



rate. This is positioned as a strategic programme input required to enable the intervention, support the development of partnerships, and generate governance and systems-level learning.

Expected Results

- A refined and operationalised clinic-linked food support model, with potential pathways for expansion,
- strengthened partnerships for long-term sustainability, and
- documented evidence and learning

Expected outputs

- Monthly progress reports delivered verbally/in presentation format to the ICLEI and CCT coordination meeting.
- Close out report covering:
 - Refined operational model for clinic-linked food support.
 - Assessment of feasibility for expansion to additional sites.
 - Identification of long-term funding and programme partners.
- Working paper and academic publication documenting programme lessons and implications for sustained urban nutrition programmes.

Contractor Expertise Requirements

The service provider should demonstrate the following qualifications and competencies:

Experience in urban food systems and/or food security programming

- Demonstrated experience in urban food systems analysis, governance processes, and community-level food security interventions
- Practical experience in sourcing, aggregation and distribution of food within complex urban environments

Experience working with public health or clinic-linked interventions

- Experience engaging with public health systems, including clinics, community health workers, or nutrition-related programmes
- Ability to design or support interventions that link food access to health outcomes in vulnerable populations

Strong stakeholder engagement and partnership development skills

- Proven ability to build and manage relationships across government, NGOs, community organisations and private sector partners
- Experience identifying and mobilising funding, delivery, and research partnerships to support programme sustainability

Experience in programme implementation and logistics coordination

- Strong on-the-ground implementation capability, including coordination of multiple actors and adaptive problem-solving
- Experience managing logistics systems such as food collection, storage, routing and last-mile delivery

Capability in monitoring, evaluation, and applied research/documentation



- Ability to design and implement monitoring systems that capture programme outputs, outcomes and learning
- Experience producing structured documentation, including reports, working papers or applied research outputs

Capacity and experience to deliver food parcels with health and safety considerations

- Proven capacity to safely source, handle and distribute food in compliance with health and safety standards
- Established systems for quality control, beneficiary targeting, and reliable delivery at scale

Overall contract value

Bidders are required to submit a proposed budget, not exceeding a total value of R280 000. The contractual partnership is limited to the agreed fixed amount, and in accordance with the time/duration of the contract period.

The contractor will report to the ICLEI Africa project team.

Application Requirements

Applicants are required to submit a proposal to: sinethemba.mthethwa@iclei.org with cc to tiago.damasceno@iclei.org by no later than **23 April 2026, 17h00**.

Proposals must include the following elements:

- A narrative proposal of no more than 3-pages, that outlines the approach/methodology, work plan and risk assessment.
- CV/CVs of contractor or contractor teams, including a one-page listing of previous projects and engagements to demonstrate alignment to this work.
- A brief summary of relevant past outputs to demonstrate alignment to and skills related to this work – with no more than five lines describing each output (with URL links where possible)
- A detailed budget and proposed payment schedule

Selection Criteria

- 25%: Demonstrated understanding of the ToR and work required to deliver the assignment.
- 25%: Knowledge of urban food systems, specifically in Cape Town and experience in facilitating urban food and/or health system partnerships and delivery of food
- 25%: Qualifications and skills of the consortium (Company/NGO profile and CVs of people working on pilot and experience in project of this nature)
- 10%: Budget outline
- 15%: In kind contribution or demonstration of added value or cobenefits of other sectors



Timeline

Submission deadline: 23 April 2026, 17:00

Work commences: 4 May 2026

Monthly operational reports: Monthly at the coordination meeting with ICLEI and CCT

Monitoring and continued support: 4 May -15 September

Final report and working paper: 30 October 2026

Contract end: 30 October 2026

ICLEI Africa is committed to the pursuit of excellence, diversity and in achieving its gender, equity and development aspirations.

ICLEI Africa RESERVES THE RIGHT NOT TO APPOINT A SERVICE PROVIDER IN RELATION TO THIS TERMS OF REFERENCE.

Please be aware if you do not hear any feedback, either ICLEI Africa has decided not to appoint a service provider for this piece of work, or you have been unsuccessful in your application.

