



GRANT MANAGEMENT SOLUTIONS

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REQUEST FOR EXPRESSIONS OF INTEREST

GMS REGIONAL PARTNER ORGANIZATIONS

Regions: Asia Pacific and Eastern Europe and Central Asia (EECA)

Deadline for Submission: December 31, 2013, 12:00 noon EST

Management Sciences for Health, Inc. (MSH) is currently soliciting expressions of interest (EOIs) from qualified organizations to deliver **management-related technical support** to beneficiaries and stakeholders of the Global Fund to Fight AIDS, Tuberculosis and Malaria (Global Fund).

The organizations will be based in one of the following regions: Asia Pacific and Eastern Europe and Central Asia, with capabilities and experience in one or more of four technical areas: Governance & Oversight, Program & Financial Management, Procurement & Supply Management, and Monitoring & Evaluation. Organizations will be expected

Background

Management Sciences for Health (MSH) was awarded the Global Fund Technical Support (GFTS) 2.0 contract, No. AID-OAA-12-00040, from the U.S. Agency for International Development to lead the Grant Management Solutions (GMS) project. The project's seven main partners—MSH and six others-- and 19 other international partners, work together as GMS with the U.S. President's Emergency Plan for AIDS Relief (PEPFAR) to provide technical support to countries experiencing challenges implementing their grants from the Global Fund to Fight AIDS, Tuberculosis and Malaria.

The project has three objectives: (1) provide short-term and limited medium- and long-term technical support to country coordinating mechanisms (CCMs), principal recipients (PRs) and subrecipients (SRs) that focuses on alleviating implementation bottlenecks that limit performance of Global Fund–funded programs and on strengthening governance performance at the level of CCMs and delegations to the Global Fund's Board; (2) build capacity of local entities (“Regional Partners”) and individual consultants to provide management-related technical support to Global Fund grantees and stakeholders; and (3) build knowledge dissemination platforms so that the project may share its tools and best practices.

To achieve the second objective, capacity development of regional partners, MSH is currently soliciting expressions of interest (EOIs) from qualified organizations with capabilities and experience in the

A U.S. government-funded partnership consisting of Management Sciences for Health, Abt Associates, Futures Group, International HIV/AIDS Alliance, MIDEKO, Pact, Training Resources Group, and committed to strengthening the performance of Global Fund grants.



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abovementioned regions to serve as Regional Partners in their respective regions. Two organizations will be selected from among the regions mentioned in the first paragraph of this document.

Context

The landscape of technical support provision to Global Fund beneficiaries (CCMs, PRs, and SRs) is evolving rapidly; new opportunities are emerging that call for a different, more entrepreneurial approach to provision of timely, high-quality, focused management and governance technical support services. Technical support providers in the small business, NGO or small foundation sectors, with a public health development focus and demonstrated track record in the relevant technical areas, may have the potential to respond effectively to these opportunities.

GMS Regional Partners will therefore participate in a structured sequence of capacity development activities with a specific business focus. Organizations will work with GMS in two areas: (1) development and integration into the organizational vision of the new or expanded Global Fund business line; (2) building organizational capacity to deliver a high-quality business and technical response when Global Fund support opportunities arise.

Initially, Regional Partners will work with one or more of GMS's international partners to develop their vision and goals with regard to the Global Fund business line; specify the organization's product and service package for Global Fund technical support; identify potential clients; cost and price products and services they will offer.

Next, successful Regional Partners will receive assistance to develop appropriate marketing and communications strategies and materials to support their Global Fund business line; review and optimize business systems (financial, contracting, human resource management); build technical oversight capacity; build capacity to respond effectively to new business opportunities as they arise and to generate new revenue streams; track and evaluate business results; track and evaluate impact on Global Fund grant performance and governance. Assistance will be delivered by GMS, by the GMS international partners, and/or by local or regional service providers.

Regional Partners will also be given opportunities to build the capacities of their consultants, through GMS trainings and continuous education modules (face-to-face and virtual), as well as by participating as appropriate in technical assignments under GMS's first objective. To support consultant development, GMS implements its Consultant Certification Policy, which codifies and through which GMS monitors the skills and competencies of its consultants and team leaders to consistently deliver technical support to the standards on which the GMS reputation is based.

Furthermore, GMS is finalizing a Charter of Quality for its Regional Partners, to ensure adherence to GMS approaches and standards for service delivery and technical oversight. GMS will monitor performance of, and provide support to, Regional Partners in this respect. As a service to its "Chartered Organizations," GMS will use its information management system to track and analyze the impact of partners' technical interventions on Global Fund performance results.

GMS is therefore seeking EOIs from established organizations with a firm and demonstrated commitment to development in their region, preferably in public health. Successful applicants will commit to



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developing this line of Global Fund-related technical support as part of their business vision, and will consider the partnership with GMS as an investment. They must currently operate in an environment (political, social and economic) which allows them to undertake significant organizational capacity development within the stated time frame of the project, and possess adequate institutional resources (human and financial) to do so.

Qualifications

To qualify, an organization must meet the following criteria:

- a. **Must** be a small business or small, nongovernmental organization, institution or consulting group. (“Small” is defined as having annual revenues of \$14 million US dollars or less.)
- b. Must have been in operation for at least 5 years and be able to demonstrate relevant activity during that period.
- c. **May not** be affiliated with any multilateral organization or existing GMS technical support partner.
- d. **Must** have been founded and still be headquartered in its respective region.
- e. Core business (defined as 50% or more of total revenues in the last year) **must be other than** provision of management-related technical support to Global Fund grantees.
- f. **May not be** a principal recipient or subrecipient of an active Global Fund grant.

In addition, organizations must be able to provide a substantial roster of experts with at least 10 years of experience in technical areas relevant to the Terms of Reference (see attached annex 1), and at least 5 years of experience working at national and regional levels. The majority of the consultants in the roster should not have already been trained by or done work for GMS. Consultants must have appropriate language skills. Local and regional organizations that can provide consultants fluent in one or more of the following languages are strongly encouraged to apply: Arabic, English, French, Portuguese, Russian, and Spanish.



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EOI Submission

Applications must be submitted **in English** using the attached EOI submission form and should include the following sections:

1. Complete EOI cover sheet
2. Capability statement (2 pages maximum) describing the organization's ability and experience in one or more of the subject technical areas (governance & oversight, leadership, large grant management including finance, compliance, human resource management, project management, procurement & supply management, and monitoring & evaluation).
The capability statement should include background information on the organization including its legal status, constituent documents, current organizational structure, number and qualifications of staff, and annual operating revenues for the previous three years. The capability statement should also identify the management team and outline its approach to developing the organization's core competencies in the areas of business development (including growing its consultant roster), financial management, contracting, administration, and technical oversight.
3. Description of Global Fund experience with a list of countries and grants for which Global Fund work has been performed
4. Regional experience and language capacity
5. Proposed top five senior staff and consultants who will work on GMS assignments (attach resumes of proposed key staff and consultants, using the GMS resume template provided)

Applications will be evaluated based on the above criteria weighted as follows:

- 20% approach to internal capacity development and business development
- 20% technical experience and profile
- 20% documented Global Fund experience
- 20% geographic and language capability
- 20% management team and consultant quality

Shortlisted organizations will be invited to participate in a second round consisting of written questions, and a telephone/Skype presentation of its potential value as a regional partner. They will also receive a "due diligence" visit from a GMS senior staff member during February 2014 (dates to be set by mutual consent). It is expected that successful candidates will be selected, notified and contracted in February 2014.

Expressions of interest must be submitted by e-mail on or before December 31, 2013, 12:00 noon EST to solicitation@gmsproject.org.

ISSUANCE OF THIS REQUEST FOR EXPRESSIONS OF INTEREST DOES NOT CONSTITUTE AN AWARD COMMITMENT ON THE PART OF MSH NOR DOES IT COMMIT MSH TO PAY FOR COSTS INCURRED IN THE PREPARATION AND SUBMISSION OF AN APPLICATION. FURTHER, MSH RESERVES THE RIGHT TO REJECT ANY OR ALL APPLICATIONS RECEIVED.



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Annex 1- Terms of Reference and Technical Area Specifications

Terms of Reference

General terms of reference:

Contractors selected as Regional Partners are expected to contribute staff time and show evidence of commitment to the capacity-building process. Regional Partners will be invited to participate in consultant “boot camps” or intensive training workshops, place their consultants on GMS teams and be compensated for these engagements. Under advisement of management for GMS’s second objective, Regional Partners will develop tailored capacity-development plans, write periodic progress reports such as annual reports, and provide quantitative and qualitative data to document achievements and demonstrate integration of GMS standards into routine operating procedures.

General skills requirements for consultants of Regional Partners:

1. Master's degree, MD, or equivalent advanced graduate degree or certification (chartered accountants, tax experts, lawyers, procurement specialists, etc.).
2. At least 10 years of professional experience in at least one of the four technical areas of GMS work, of which at least 5 years was at national level with the public sector, a national or international nongovernmental organization (NGO) or private voluntary organization (PVO), academia, development partner, or in the private sector.
3. Prior experience with Global Fund activities is preferred. Prior experience with the World Bank's Multilateral AIDS Program; sector-wide approaches; PEPFAR; national health or AIDS, malaria, or tuberculosis strategies or programs; management of donor-funded programs, ministry of finance external donor funding management, or similar national experience may be relevant.
4. Former Global Fund or local fund agent experience is a plus.
5. Experience and/or training in facilitation, adult training, support of leadership and decision-making bodies, governance, or policy making for governance consultants.
6. Professional-level language capacity in at least one of the following, listed in order of preference: English, French, Spanish, and preferably one other language such as Arabic, Portuguese, Russian, or an Asian language.
7. Mastery of information technology systems for data management and analysis; excellent spreadsheet, Excel, and similar software experience for monitoring & evaluation consultants.
8. Strong writing and presentation skills, demonstrated through writing samples to be furnished on request.
9. Experience working with teams to achieve results as well as an ability to work independently, take initiative, and use good judgment.
10. Demonstrated ability to collaborate effectively with colleagues in a broad range of indigenous, nongovernmental, governmental, and international organizations within multiple sociocultural contexts.
11. Demonstrated competence to assess priorities and manage a variety of activities in a time-sensitive environment and meet deadlines with attention to detail and quality.
12. International work experience required.
13. Ability to travel internationally and domestically as required.
14. Office computer skills essential; proficiency in Microsoft Office applications preferred.



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Technical Area 1: Governance and Oversight by Country Coordinating Mechanisms

GMS provides support to country coordinating mechanisms (CCMs) in two broad areas: (1) reform of CCM structures and procedures to ensure compliance with Global Fund requirements for eligibility; and (2) strengthening the capacity of CCMs to carry out their major functions, including grant oversight.

GMS is particularly interested in identifying consultants with the following types of background or experience:

- Multisectoral leadership and governance at a national level with coordinating bodies or steering groups such as national AIDS councils, national malaria or tuberculosis steering committees, interministerial commissions, business coalitions for health, or sector-wide approaches
- CCM secretariat membership
- Former Global Fund portfolio or cluster management
- Facilitation ability and civil society knowledge, particularly in multisectoral partnerships

Technical Area 2: Program & Financial Management for Global Fund Grants

GMS provides technical support to principal recipients (PRs) of Global Fund grants to strengthen their capacity to carry out their key functions and fulfill conditions precedent, and to resolve problems and bottlenecks blocking grant implementation. GMS also assists future PRs to complete presignature and consolidation requirements for new grants.

GMS is particularly interested in identifying consultants with the following types of experience:

- Tax, duties, and exemptions regulations and procedures in specific countries
- Chartered, certified, or senior public accounting; auditing; or comptrollership
- Public administration, donor grant management, management audit
- Training or facilitation of public-private partnerships, work planning, and annual planning

Technical Area 3: Procurement and Supply Management for Global Fund Grants

The GMS project supports PRs to meet the procurement and supply management (PSM) requirements of the Global Fund, respond to conditions precedent, strengthen PSM systems, and improve procurement and supply forecasting and distribution.

GMS is particularly interested in identifying consultants with the following experience:

- Quantification and forecasting
- Distribution and procurement planning
- Procurement regulations and tender procedures in specific countries, and/or experience with Global Fund, World Bank, or U.S. Government procurement regulations
- Logistics and distribution of health commodities for national and donor-funded programs



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Technical Area 4: Monitoring & Evaluation for Global Fund Grants and Oversight by CCMs

GMS provides technical support in five areas of monitoring & evaluation (M&E): (1) meeting Global Fund M&E requirements; (2) establishing reporting requirements; (3) fulfilling conditions precedent in grant agreements between the Global Fund and PRs; (4) building the capacity of CCMs to oversee grants; and (5) assisting PRs and subrecipients (SRs) to improve their M&E plans and activities under Global Fund grants.

GMS is particularly interested in identifying consultants with the following types of background or experience:

- Global Fund M&E policies including the M&E self-assessment process
- Training or facilitation of monitoring and reporting systems
- Designing, strengthening, or managing national reporting systems
- Epidemiology, biostatistics, or demography, particularly in establishing targets and indicators for national programs
- Facilitation of approaches to using “data for decision making”

