

Solicitation for Technical Consultant for Online Innovations to support the expansion and effective use of electronic instruments to digitalize the elements of HIV prevention, treatment, and care cascade in Ukraine, and to facilitate the implementation of the Going Online framework in Ukraine.

USAID Ukraine Community Action for HIV Control

February 2022

I. Background

FHI 360 is a nonprofit human development organization dedicated to improving lives in lasting ways by advancing integrated, locally driven solutions. Our staff includes experts in health, education, nutrition, environment, economic development, civil society, gender, youth, research, technology, communication, and social marketing- creating a unique mix of capabilities to address today's interrelated development challenges. FHI 360 serves more than 70 countries and all U.S. states and territories. In particular, FHI 360 is a global leader in HIV prevention, care, and treatment programs since the 1980s, pioneering strategic approaches to HIV services, adapting, and expanding its programs based on lessons learned from experience around the world. Working with national HIV/AIDS prevention and control programs throughout the world, FHI 360 has supported implementation of a combination of approaches including strategic behavioral communication, voluntary counseling and testing, condom promotion and distribution, management of sexually transmitted infections (STIs), workplace programs, risk reduction among key populations, prevention programs for youth, drug use treatment, and blood transfusion safety.

FHI 360 serves as the lead technical partner to Pact on USAID Ukraine's Community Action for HIV Control Activity. This program will advance Ukraine's progress toward its 95-95-95 HIV goals and reduce the HIV burden. Community Action will reach vulnerable key and priority populations with differentiated, client-centered interventions that deliver targeted prevention, thereby slowing new infections; improve case-finding and uptake of testing, thereby improving awareness of HIV status; and facilitate efficient linkage to care, thereby increasing treatment coverage.

II. Purpose

FHI 360 seeks a **Technical Consultant** for Online Innovations to support the expansion and effective use of electronic instruments to digitalize the elements of HIV prevention, treatment, and care cascade in Ukraine, and to facilitate the implementation of the Going Online framework in Ukraine.

III. Level of Effort, Period of Performance and Location

The period of performance for this consultancy is from March 8th, 2022¹ to September 1st, 2022.

¹ The start date might be subject to a change to a later day, will be determined upon finalization of approval processing of Consultant Agreement.

The anticipated level of effort for this assignment is 100 (one hundred) working days, to be completed within the period of performance. The work will be conducted remotely.

IV. Detailed Description of Tasks to be Performed

The consultant will perform the following tasks:

- 1) Conduct a comparative analysis of the Online Reservation App for HIV Service Delivery Programs (ORA) and the similar existing digital instruments in Ukraine.
- 2) Provide recommendations regarding the feasibility of deployment of ORA among NGOs that provide HIV prevention, testing, and linkage to care services in Ukraine.
- 3) Under the supervision of Senior Technical Advisor, facilitate the process of piloting (test use) of ORA by partner NGOs in May-August 2022:
 - a. Liaise with FHI 360's specialists on digital innovations to organize the process of ORA's piloting.
 - b. Liaise with partner NGOs to organize the process of ORA's piloting.
 - c. Provide technical assistance to partner NGOs in the process of ORA's piloting.
 - d. Collect feedback about the process of ORA's piloting from partner NGOs.
 - e. Prepare a report on ORA's piloting process and results upon FHI 360's request.
- 4) Contingent on the results of task ##1-3, develop an operational plan to integrate ORA into the ecosystem of the digital instruments for HIV cascade in Ukraine in October 2022 – September 2023 of the Community Action for HIV Control project.
- 5) Under the supervision of Senior Technical Advisor, and in close collaboration with the Public Health Center of the Ministry of Health of Ukraine, facilitate establishing a technical coordination working group under the Public Health Center of the Ministry of Health of Ukraine to streamline the design and development of digital and network-based instruments for community outreach, service provision, HIV testing, prevention services, treatment, and care:
 - a. Prepare draft agenda of the first meeting of the working group.
 - b. Liaise with the Public Health Center of the Ministry of Health of Ukraine on the organization of the first meeting of the working group.
 - c. Prepare presentations for the working group's first meeting upon FHI 360's request.
 - d. Assist FHI 360 in inviting relevant stakeholders to the working group's first meeting.

V. Deliverables/Milestones

The consultant will produce the following deliverables within the period of performance and expected LOE.

A consultant will produce the following deliverables:

- 1) A report on comparative analysis of the Online Reservation App for HIV Service Delivery

- Programs (ORA) and the similar existing digital instruments in Ukraine – by 04/01/2022.
- 2) Recommendations and a plan to pilot ORA in partner NGOs in May-August 2022 – by 04/15/2022.
 - 3) Reports on the process of ORA's piloting – by 05/20/2022, 06/20/2022, 07/20/2022, 08/20/2022.
 - 4) An operational plan to integrate ORA into the ecosystem of the digital instruments for HIV cascade in Ukraine in Y2 (October 2022 – September 2023) of the Community Action for HIV Control project – by 08/20/2022.
 - 5) Organize at least 2 meetings of a technical coordination working group on electronic instruments for the HIV cascade – in March and July 2022.
 - 6) Provide technical notes, protocols of the meetings of a technical coordination working group on electronic instruments for the HIV cascade – by 03/31/2022, 07/31/2022.

VI. Evaluation Criteria/Required Qualifications

The consultant is expected to have the following qualifications and skills, at a minimum:

- 1) Good knowledge and experience in managing the process of software development.
- 2) Good knowledge and experience in preparing technical specifications for software development.
- 3) Experience in preparing the analytical documents related to software development, technical description of the software products.
- 4) Strong experience in managing the process of development and deployment of software in the healthcare field, particularly in the HIV field.
- 5) Good understanding of the HIV prevention, treatment, and care cascade in Ukraine.
- 6) Familiarity with mHealth and eHealth instruments, electronic tools for the HIV cascade
- 7) Strong writing and speaking skills in both Ukrainian and English (fluency/full professional proficiency is required).

VII. Instructions to Apply

Offerors wishing to respond to this solicitation should submit a copy of their CV in English, filled Form of Consent and Price Offer according to Annex 1 to iorlova@fhi360.org by **February 11th, 2022**. Cost proposal must contain a rate per working day in UAH currency.

The offerors might receive email request from FHI 360 to provide additional information that will be deemed as necessary for selection process.

VIII. Disclaimers

- 1) FHI 360 may cancel this solicitation at any time.
- 2) FHI 360 may reject any or all responses received.
- 3) Issuance of the solicitation does not constitute an award commitment by FHI 360.
- 4) FHI 360 reserves the right to disqualify any offer based on failure of the offeror to follow solicitation instructions.
- 5) FHI 360 will not compensate any offeror for responding to solicitation.

- 6) FHI 360 reserves the right to issue award based on initial evaluation of offers without further discussion.
- 7) FHI 360 may choose to award only part of the activities in the solicitation, or issue multiple awards based on the solicitation activities.
- 8) FHI 360 reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition.
- 9) FHI 360 will be contacting each offeror to confirm contact person, address and that bid was submitted for this solicitation.

Annexes enclosed to this solicitation:

Annex 1: Form of Consent and Price Offer