



Request for Consultant Services Proposal (RFP)

Solicitation Title:	Consultant for Development of a Prevention of Re-establishment (POR) Stratification Tool in the Malaria Information System (MIS)
Solicitation Number:	FY26-EpiC-Malaria-009
Submit Questions and Proposal to:	Raiya Sao, Senior People and Culture Officer sraiya@fhi360.org / (855)12 65 27 25
Date of Issue of RFP:	March 27 th , 2026
Date Questions from Supplier Due:	April 5 th , 2026
Date Answers due from FHI 360:	April 7 th , 2026
Date Proposal Due:	April 10 th , 2026
Approximate Timeframe Consultant Agreement Issued to Successful Candidate(s):	May 1st, 2026
Method of Submittal:	
Respond via e-mail with attached document in MS Word / pdf format. Pricing should be provided in Excel format unless otherwise specified.	
Quote Validity:	
The Consultant agrees to hold the prices in its offer firm for 30 days from the date specified for the receipt of offers unless another time is specified in the addendum of the RFP.	

Background

FHI 360 is a nonprofit organization that mobilizes research, resources and relationships so that people everywhere can access the opportunities they need to lead full, healthy lives. FHI 360 serves more than 70 countries and all U.S. states and territories.

Meeting Targets and Maintaining Epidemic Control (EpiC), a global project funded by the U.S. President's Emergency Plan for AIDS Relief (PEPFAR) and managed by the U.S. Department of State (DoS), provides strategic technical assistance and direct service delivery to achieve HIV epidemic control among all at-risk populations; strengthen global health security (GHS), including outbreak response; expand tuberculosis detection and treatment (TB); improve maternal and child health (MCH); address malaria; improve nutritional outcomes among at risk populations; and promote health systems strengthening (HSS), including supply chain management.

Following the achievement of malaria elimination, countries face the continued risk of re-establishment of malaria transmission, particularly in areas with favorable ecological conditions, population mobility, and importation of malaria cases. To maintain malaria-free status, national malaria programs must implement robust systems for risk monitoring, stratification, and timely response.

The existing Malaria Information System (MIS) collects surveillance data including case notifications, case investigations, and intervention coverage. However, there is currently limited functionality to systematically analyze and stratify areas according to their risk of malaria reestablishment.

To strengthen surveillance and decision-making, a Prevention of Re-establishment (POR) Stratification Tool will be developed and integrated into the MIS platform. The tool will support automated analysis, spatial visualization, and risk classification at sub-national levels (province, district, commune, village).

This RFP seeks a consultant to design, develop, and integrate a POR Stratification Tool within the existing MIS to support evidence-based decision making for malaria prevention and surveillance and implement the right interventions and targets.

Alignment with the EpiC Cambodia Malaria Workplan (V2): This consultancy supports the EpiC Cambodia Malaria Workplan (June 30, 2025–September 30, 2027), specifically Objective 2 (Strengthen surveillance systems) under Activity 2.3 (National Malaria Information System [MIS] improved), including Activity 2.3.5 (Develop and integrate a POR tool into MIS), and contributes to Objective 3 (Prevent re-establishment of malaria transmission and advance subnational elimination certification) by strengthening national capacity for risk monitoring, stratification, and timely response to malaria re-establishment risks.

The consultant will work closely with the Head of the MIS unit for guidance with the methodology and formula of POR stratification.

- Automate risk calculation and classification at different administrative levels.
- Provide interactive dashboards and GIS visualization of stratified risk areas.
- Strengthen national capacity to monitor and respond to malaria re-establishment risks.

Scope of Work

The consultant will be responsible for carrying out the following tasks:

1. Requirement Analysis

- Review existing MIS architecture, database structure, and reporting modules.
- Consult with head of MIS units to explore more detail on POR development tools.

2. System Design

- Design the architecture of the POR stratification module within MIS.
- Define data inputs, indicators, algorithms, and risk categories.
- Prepare system design documentation.

3. Tool Development and Integration

- Develop automated data aggregation and indicator calculation.
- Implement risk scoring algorithms.
- Integrate the module with MIS database.
- Develop user interface for analysis and visualization.

4. Data Visualization and Mapping

- Develop GIS-based visualization of stratification results.
- Enable mapping at province, district, commune, and village levels.
- Provide filtering options with:
 - o Time/period
 - o Program indicators.

5. Training and Documentation

- Develop the training manual and slide presentation
- Develop user guides
- Provide comprehensive training to national programs and relevant teams.

Deliverables

The consultant will produce:

N o	Core Activities	Expected Deliverables	Estimated Level of Effort (LOE)	Due Date
1	System Design documents	<ul style="list-style-type: none"> • Technical architecture of the POR stratification module • Data models and workflows • Definition of indicators, algorithms, and risk categories. 	10 days	May 29 th , 2026
2	POR Stratification module integrated into MIS	<ul style="list-style-type: none"> • Functional POR stratification module within MIS • Automated risk calculation and classification at all specified administrative levels • Successful integration with MIS database. 	10 days	June 30 th , 2026
3	GIS-based stratification dashboard	<ul style="list-style-type: none"> • Interactive dashboards displaying POR risk levels • GIS maps at province, district, commune, and village levels • Filtering by time period and program indicators. 	5 days	July 31 st , 2026
4	User manual and technical documentation	<ul style="list-style-type: none"> • User guide for program staff • Technical documentation for system administrators • Training materials and presentations. 	5 days	September 11 th , 2026

Reporting and Coordination

- The consultant will work under the supervision of CNM-MIS Unit in collaboration with EpiC/FHI 360 Strategic Information team.
- Regular progress meetings will be conducted to ensure alignment with program requirements.

Implementation Approach

The system should prioritize:

- Open-source technologies
- Interoperability with existing MIS modules
- Scalability for future expansion
- User-friendly interface for health program staff

Location of Work

The consultancy will be primarily based in Phnom Penh, Cambodia, with work conducted in close coordination with the CNM-MIS Unit. Remote work may be permitted as appropriate, subject to approval and project needs.

Travel

Consultant may be required to travel in Phnom Penh as required by the project. No Per diem and accommodation will be provided for this consultancy service.

Data ownership, confidentiality and ethics

In Cambodia, this work will follow national and EpiC data protection standards and applicable Ministry of Health/CNM requirements for malaria surveillance data. All MIS data remain the property of CNM. The Consultant will comply with role-based access controls, data minimization (accessing only what is required to complete agreed tasks), and secure handling of any extracts used for development/testing. The Consultant will not remove, share, or publish MIS data outside approved project channels and will ensure secure storage (password-protected systems) and secure transfer methods as agreed with CNM and FHI 360. Any development or testing using non-production data (or de-identified datasets) will be coordinated with CNM-MIS. Any suspected data incident must be reported immediately to FHI 360 and CNM.

Timetable and Address for Submission

Proposals are due no later than 5:30 PM (GMT+7) on April 10th, 2026. Required documentation listed below must be e-mailed to sraiya@fhi360.org

Qualifications

To complete this assignment, an expertise individual consultant will have strong knowledge and experience on software development and system architecture, and data analysis skills. The individual consultant will be expertise on the following areas:

- Advanced degree in Information Systems, Computer Science, Public Health, Epidemiology, or a related field.
- At least 5–10 years of professional experience in health information systems.
- Demonstrated experience working with Malaria Information Systems (MIS).
- Strong technical expertise in database development, web-based applications, and GIS platforms.
- Familiarity with open-source technologies and spatial data systems.
- Experience supporting malaria surveillance or infectious disease epidemiology.
- Strong analytical skills, including experience with data analysis and risk modeling.

Evaluation Criteria

Proposals will be evaluated in accordance with the following criteria:

Evaluation Criteria	Sub-Criteria	Weight (%)
Technical Approach and Methodology	<ul style="list-style-type: none"> • Understanding of the assignment and objectives • Proposed methodology and work plan • Feasibility and appropriateness of the technical approach • Well, understand system development architecture, especially MIS system 	40%
Relevant Experience and Qualifications	<ul style="list-style-type: none"> • Relevant education and professional qualifications • Demonstrated experience in health information systems, MIS, GIS, and system development • Experience with malaria surveillance or similar public health programs • Good with data analysis and risk modeling • Experience with infectious disease epidemiology 	35%
Management and Work Plan	<ul style="list-style-type: none"> • Proposed timeline and level of effort • Coordination and communication approach with stakeholders 	15%

	<ul style="list-style-type: none"> • Risk identification and mitigation strategy • Strong time management and work management under flexibly condition 	
Cost Proposal	<ul style="list-style-type: none"> • Cost reasonableness and cost realism • Alignment of LOE, daily rate, and deliverables 	10%
Total		100%

Required Documentation

Proposals must include the following components:

- Cover letter summarizing experience and description of the proposed technical approach, methodology, SoW, timeline, LOE and costing.
- Current CV of the proposed consultant demonstrating relevant qualifications and experience
- FHI 360 Biodata Form with proposed daily rate and historical daily rate

FHI 360 Disclaimers

- FHI 360 may perform a background check on any selected Consultant candidates.
- FHI 360 may cancel the solicitation and not award
- FHI 360 may reject any or all responses received
- Issuance of the solicitation does not constitute an award commitment by FHI 360
- FHI 360 reserves the right to disqualify any offer based on failure of the offeror to follow solicitation instructions
- FHI 360 will not compensate any offeror for responding to solicitation
- FHI 360 reserves the right to issue award based on initial evaluation of offers without further discussion
- FHI 360 may choose to award only part of the activities in the solicitation, or issue multiple awards based on the solicitation activities
- FHI 360 reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition

- FHI 360's supplier terms and conditions can be found [here](#) while our consultant terms and conditions can be found [here](#)