



RFP No: ASLM/RFP/082/19  
RFP for Selection of Consultant

Laboratory Viral Load and Early Infant Diagnosis Waste Management Country Assistance

August 9, 2019

## 1 Acronyms

ASLM	African Society for laboratory Medicine
CDC	U.S. Centers for Disease Control and Prevention
DGHA	Division of Global HIV and AIDS Program
EID	Early Infant Diagnosis
GITC/GTC	Guanidinium isothiocyanate
LMIC	Low and Middle Income Countries
PAC	Pan African Consortium
PEPFAR	President's Emergency Plan for AIDS Relief
RFP	Request for Proposals
SSA	Sub Sahara Africa
SME	Subject Matter Expert
SOP	Standard Operating Procedures
SOW	Scope of Work
SWOT	Strength, Weaknesses, Opportunities and Threats
VL	Viral Load
WM	Waste Management

2 Table of Contents

1 Acronyms.....1

2 Table of Contents .....2

3 Introduction: .....3

4 RFP Objective: .....3

5 Instructions for submitting proposals .....5

6 Evaluation and Award Process .....5

7 Contractual Terms and Conditions.....6

### 3 Introduction:

The African Society for Laboratory Medicine (ASLM) is a Pan-African professional body, working to advocate for the critical role and needs of laboratory medicine and networks throughout Africa. Medical laboratories play a pivotal role in global disease diagnosis, surveillance, outbreak investigation, initiation and monitoring of therapy, as well as research and development. Unfortunately, medical laboratories in Africa are underdeveloped and cannot meet the testing demands of rapidly growing health delivery services in the 21<sup>st</sup> century. Inadequate resources and diagnostic services compromise the quality of patient care due to misdiagnosis and consequently under or over treatment of disease which presents significant economic and public health challenges.

ASLM through a cooperative agreement with the U.S. Centers for Disease Control and Prevention (CDC), Division of Global HIV and AIDS Program (DGHA) supports the President's Emergency Plan for AIDS Relief (PEPFAR).

ASLM works in close collaboration with governments, local and international organizations, implementing partners, and the private sector in these countries by focusing on four strategic goals:

- Strengthening the laboratory workforce by training and certifying laboratory professionals and clinicians through standardized frameworks
- Transforming laboratory testing quality by enrolling laboratories in quality improvement programs to achieve accreditation by international standards
- Developing strong, harmonized regulatory systems for diagnostic products as defined by the Global Harmonization Taskforce
- Building a network of national public health reference laboratories to improve early disease detection and collaborative research

### 4 RFP Objective:

The African Society for Laboratory Medicine (ASLM)/PAC is soliciting vendors (contractors, consultants, subject matter experts (SMEs)) to provide expert guidance along with sustainable, common sense and affordable VL waste mitigation strategies to prevent further exacerbation of public health impact, and prevent future environmental consequences in Africa. Successful bidders will sign an agreement with ASLM/PAC to complete the work.

#### Scope of Work:

Laboratory Viral Load (VL) and Early Infant Diagnosis (EID) testing in PEPFAR-supported countries is expected to increase greatly during the next 5-year period. Many VL diagnostic platforms produce large quantities of solid and liquid mixed waste, containing potentially hazardous Guanidinium isothiocyanate (GITC or GTC). Because much of this waste will be produced in Low and Middle Income (LMIC) countries that already are dealing with sizable hazardous waste management problems, it is important to determine what gaps, resources and issues need to be addressed in these countries. Once the issues are identified, the contractor will provide expert guidance along with sustainable, common sense and affordable VL waste mitigation strategies to prevent further exacerbation of public health impact, and prevent future environmental consequences.

## ASLM Request for Proposals

### Considerations:

1. Country infrastructure and technologies may be inadequate or may need to be combined to accomplish successful ultimate disposal of VL waste
2. Methods of determining general quantities of GTC in liquid and solid VL waste are still being developed
3. Mitigation options and sustainable waste management solutions for GTC containing waste are still being explored
4. At least 5 countries (Kenya, Zimbabwe, Ethiopia, Eswatini, Malawi) on the African Continent are requesting WM assessment and assistance and will require on-site, in-country deliverables

### Deliverables:

1. For countries impacted by VL/EID waste, specifically those selected for providing assistance to, the contractor will identify waste (solid and liquid) containing residual GTC (GITC)
2. The contractor will provide a review and assessment of country and/or national policies and documents regarding healthcare and chemical waste management operations
3. Contractor will identify VL/EID WM guidance and recommendations in the context of overall healthcare-related waste management that follow accepted international environmental waste standards, for appropriate mitigation of this waste. Deliverables to include a country needs/resources assessment, proposed outline, and supporting references/background information. Contractor may assist in amending existing country policies. Expected endpoint is remediation of the waste to a point where it is no longer an environmental or public health concern
4. Contractor will develop (electronic and hardcopy) country guidance and recommendations
5. Contractor will perform strength, weaknesses, opportunities and threats (SWOT) analysis to minimize and mitigate the VL/EID waste in a LMIC environment. Country guidance may need to incorporate previously used mitigation strategies or employ novel methods that are currently being considered
6. **Contractor will publish VL WM impact for the countries in a peer reviewed journal.**
7. At least one site visit to each country will be required. Additional site visits as needed.

**Period of performance:** 1Aug2019 to 31 July 2020

**Approximate total budget:** \$100,000

*N.B. This consultancy shall be paid on a task basis and is NOT a monthly consultancy; as such it shall be paid as and when the assigned tasks are undertaken.*

### Qualifications for position:

1. Waste management expert
2. Experience in health care WM / subspecialty in chemical WM
3. International experience working with countries and has spent time in multiple SSA countries
4. Has a resume that documents time spent in SSA countries and achievements accomplished specifically in chemical WM
5. Individual should not be a novice and should be able to start immediately

The review shall include checking deliverables in relation to the scope of work and feedback from target country on performance of contractor. Where contractor fails to meet annual renewal criteria, ASLM shall communicate formally of its decision.

## 5 Instructions for submitting proposals

- A. The format of the submission, in response to this RFP, must include, but not limited, to the following:
- i. Background on the organization/individual and staffing qualifications and experience. Indicate how these qualifications and experience relate to the proposed functional areas applied for. Where the organization is affiliated/has partnerships with other institutions, a description of how this will result in effective implementation of the proposed areas of work should be included.
  - ii. A description of the Respondent's work history (experience) with similar projects in the past five (5) years (Capability Statement). This should include, but not limited to, a narrative description of the principal results achieved, how they were achieved and how those results related to the problem statement being addressed.
  - iii. How the Respondent proposes to accomplish the functional area (s). Include specific objectives and activities that will be done under each objective
  - iv. Expected outcomes and impact
- B. Completed proposals shall consist of typewritten pages utilizing 12" font typing. A maximum of 10 pages for the proposal is allowed
- C. The authorized individual representing the **Respondent** will sign and date the proposal cover sheet. The signatory agent's printed name, title, name of the organization, address, phone and fax numbers and email address must be provided. Failure to provide a signed copy of the affirmation statement below will be cause for the proposal not to be considered.
- I affirm that the information within this proposal, to the best of my knowledge, is true and accurate. Further, I am duly authorized to sign and submit this proposal on behalf of this agency. I fully affirm and understand that failure to meet the requirements of this proposal at the submitted price may result in my organization's contract being terminated.*
- D. Include at least two (2) current references and their contact information from organizations that have used Respondent's services within the last twelve (12) months.
- E. Send your completed application by email to the point of contact indicated below between **9-26 August 2019 (11:59 pm East African Time)**.

### Point of contact

Direct any written questions or request for information about this RFP to:

Amha Kebede  
Project Lead, ASLM  
Email: akebede@aslm.org  
Phone Number: +251-115-571030

## 6 Evaluation and Award Process

A team of ASLM staff and outside experts will evaluate the applications based on preset standards relevant to the specific project and its correlation with the RFP objectives. An evaluation matrix with assigned weighted numerical values will be used to rate each applicant. The following represents some, not all, of the criteria that will be used to the assessed feasibility of each Respondent.

## ASLM Request for Proposals

1. Does the organization / individual have the right skill set and expertise to accomplish the required assignments?
2. Does the organization / individual demonstrate adequate and verifiable past experience in similar projects?
3. Is the Respondent's proposed activities (strategy of implementation) current, feasible and cost effective?
4. Are the proposed outcomes measurable and feasible?
5. Did the application include references that attest to the Respondents personal and professional integrity and competency?
6. Did the Respondent demonstrate knowledge of ASLM's project needs and objectives?

ASLM reserves the right (but is not under obligation to do so) to enter into discussions with one or more Respondents in order to obtain clarifications or additional details, to suggest service delivery refinements in the proposal or other aspects of the proposal, or to negotiate the cost proposal. Formal notification to award the contract and the actual execution of the contract are subject to receipt of funds from the US Centers for Disease Control and Prevention.

Each Respondent submitting a proposal will be notified in writing or via e-mail of ASLM's decision concerning their proposal. Should your organization be recommended for acceptance, the contract shall be effective on the contract execution date and shall run until July 31, 2020 with a possible extension following a review of the performance of the contractor by ASLM and based on availability of funding for the work. All work must be scheduled and completed within the contract period timeframe. Any modifications or extensions must be negotiated in advance, and submitted to ASLM for review and approval. The selected Respondent's proposal, and any subsequent material submitted in response to requests for additional information, will become the basis of contractual agreements with said Respondent.

### **7 Contractual Terms and Conditions**

Responses must be in accordance with the guidelines as specified in this RFP. This RFP does not commit ASLM to accept any proposals submitted, nor is ASLM responsible for any costs incurred in the preparation of responses to this RFP. All materials submitted in response to this RFP or developed during the life of the contract will become the property ASLM. The detailed itemized budget must be submitted in US dollars and will be evaluated in terms of best value to ASLM.

ASLM reserves the right to delay, amend, reissue or cancel all or part of this RFP at any time without prior notice. ASLM discourages ex parte communication with any Board member, the public and/or staff member after the deadline for the receipt of proposals. ASLM will be under no obligation to reveal, or discuss with any Respondent on how a proposal was assessed, or to provide any other information relative to the selection process. Respondents whose proposals are not selected will be notified in writing and shall have no claim whatsoever for any kind of compensation.