

REQUEST FOR PROPOSALS (RFP)

EHRA is extending an RFP on selection of the consultant to develop a case study on the results of the TA and rapid engagement support provided in EECA within the GF CE SI in 2024 - 2026

RFP Number	EHRA-08-13
RFP Title	External consultant. Case Study on the results of the TA and rapid engagement support provided in EECA within the GF CE SI in 2024 - 2026
RFP Closing Date and time:	23:59 EET on August 26, 2026
Proposal Submission Address:	info@harmreductioneurasia.org

Background

The Global Fund Board has approved the Community Engagement Strategic Initiative (CE SI) for implementation from January 2024 to December 2026. Component 1 of the CE SI (CE TA Program) focuses on the provision of short-term peer-to-peer technical assistance to strengthen the engagement of communities and civil society and communities across Global Fund and related national level processes. Since January 2024 18 TA requests from 11 EECA countries were submitted and supported within this CE SI Component to date. Furthermore, the EECA Learning Hub (Component 3 of the CE SI) has provided rapid engagement support in response to 7 requests from 6 EECA countries so far.

Aim and objective

The aim of the case study is to showcase how the support channeled through the EECA LH within GC7 contributed to advance the meaningful engagement of communities and civil society into HIV and TB responses and GF related processes at a national level. This should be achieved by analyzing and summarizing technical assistance (TA) and rapid engagement support provided to communities in EECA through the GC7 CE SI for that purpose. The resulting document should help to inform the replication of support to be available within CE SI in GC8.

Approach

An external regional level consultant to be selected through tendering process subcontracted by EHRA to review and collect all needed information and develop a case study.

Consultant will be expected to capture the tangible results (changes facilitated, practices established, new partnerships brokered, interventions included etc.) and impact to be documented within this case study.

In particular the consultant is expected:

- to develop and propose the approach to case study development including the methods and instruments of data collection (such as interview questionnaires etc.)
- to review all 18 TAs provided in 2024 - 2026 as well as 7 (so far) rapid engagement support cases
- to identify key informants and collect additional information with the means of in person interviews and \ or focus group discussions. Not less than 8 in-person interviews are expected to be conducted.
- to propose how to better structure and present results of the conducted review (how to better cluster the support provided in accordance with the key thematic areas; how to better capture/present concrete influence results etc.).
- to suggest the outline of the case study
- to develop a case study based on the reviewed, collected and analyzed information and agreed outline

EHRA will provide the consultant with relevant TA and rapid engagement support related documents for review and help to identify key informants to be interviewed.

Deliverables

Document showcasing how technical assistance (TA) and rapid engagement support channeled through EECA LH within GC7 contributed to ensuring the meaningful engagement of communities and civil society into HIV and TB responses and GF related processes at a national level. Document should be illustrated with brief impact stories rather than include longer but detailed descriptions of some particular TA cases. Document should not exceed 15 pages and should be written in ENG or RUS.

Timeline

- Consultant to suggest the approach for case study development (including the methods and instruments of data collection) – by early September
- Consultant to collect all needed data and information – by end of September
- Draft case study ready for review – by mid-October
- Feedback provided by EECA LH and GF colleagues – by end of October
- Final document ready by 15.11.26.

Cost of services

The final cost of the contract will be calculated based on the number of working days indicated by the consultant in their application required to complete each stage of the event organization process described in this RFP, as well as the daily rate (in Euros) confirmed and agreed with EHRA. The daily rate must include all taxes to be paid by consultant themselves.

EHRA reserves the right to review and agree on the proposed daily rate based on the submitted documents.

Evaluation Criteria:

An evaluation panel will assess the extent to which proposals submitted in response to this announcement meet the evaluation criteria below.

The minimum technical score is 90. Only candidates with a minimum score of 90 points out of a maximum of 100 are considered eligible for the assignment. Consultants with proven work experience in the community organization would be given priority.

The candidates with the highest technical score that meets the requirement will be invited for negotiation of the agreement.

Criteria	Weighting
Good understanding of the Global Fund's Community Engagement Strategic Initiative and its Components 1 and 3 (should be clear from Lol)	25 points
Knowledge of, and access to, relevant stakeholders to be interviewed as well as to the other relevant sources of information (should be clear from Lol)	25 points
Experience of undertaking similar assessments and a strong record of adherence to evidenced-based approaches (should be clear from CV and Lol)	25 points
Proven set of skills for interviewing, conducting a literature review, and writing (should be clear from CV and Lol)	25 points
Total	100 points

Additionally, the consultants should have:

- No conflict of interest (should be declared in the Letter of Interest);
- Fluent English and Russian

How to apply

To be eligible as an EHRA consultant, any organization or individual must comply with the Eurasian Harm Reduction Association Code of Ethics which you can find at the following link: <https://harmreductioneurasia.org/about-us/eurasian-harm-reduction-association-code-of-ethics>

Applicants must submit the following documents:

1. CV with the relevant information
2. Letter of Interest (LoI)

Please submit your proposal to the info@harmreductioneurasia.org till the **26th of August 2026 23:59 EET**.

In the subject line of your e-mail please indicate the **RFP number EHRA-08-13**, the title “**Consultant to develop case study on CE TA provision in EECA**” and **your name**. Otherwise, the application will not be considered.

ATTENTION. If these documents are not submitted in full, the participant will not be allowed to take part in the tender.

General terms

Interested consultants should pay attention to the following conditions:

- This RFP shall not be interpreted as a contract or obligation of any kind. This invitation to tender does not in any way oblige EHRA to enter into contracts, nor does it oblige EHRA to pay any costs incurred in preparing and submitting applications.
- Participants must confirm that the cost of the works specified in the application are valid for a period of at least 24 months from the date of the competition.
- During the evaluation period, EHRA reserves the right to ask candidates to complete an additional task in the form of simultaneous interpretation.
- Based on the results of the tender, a contract for the provision of services will be signed with the winners. The contract is not an employment contract. Payment of all taxes and social insurance is the responsibility of the contractor. Further work will be carried out in accordance with the request of EHRA, which will indicate the timing and other specific conditions.