



RFP # 2023-020

**MARKET SURVEY ON HIV AND RELATED SERVICES
UNDER THE NATIONAL PRIVATE SECTOR ENGAGEMENT STUDY**

I. Summary of Deadlines

Milestones	Completion Date
Release of Request for Application	May 4, 2023
Confirmation of interest due	May 10, 2023
Fact-finding questions received by	5:00PM May 10, 2023 Hanoi time
Response to fact-finding questions	May 12, 2023
Application due	5:00PM May 24, 2023 Hanoi time
Selection of supplier	May 31, 2023

Note that PATH reserves the right to modify this schedule as needed. All parties will be notified of any changes simultaneously by email.

II. PATH Statement of Business

PATH is a global nonprofit dedicated to achieving health equity. With more than 40 years of experience forging multisector partnerships, and with expertise in science, economics, technology, advocacy, and dozens of other specialties, PATH develops and scales up innovative solutions to the world's most pressing health challenges.

Headquartered in Seattle, Washington, PATH has 34 offices in 23 countries. PATH currently works in more than 70 countries in the areas of primary health care, vaccines and immunization, emerging and epidemic diseases, and more. For more information, please visit www.path.org.

PATH has been active in Vietnam for more than 40 years and has demonstrated strong experience leading large, multiyear initiatives that have achieved significant health impact. PATH collaborates with a diverse range of partners in the public, private, and NGO sectors to innovate new technologies and approaches for addressing Vietnam's rapidly evolving public health challenges and holds one of the longest-standing relationships with the Ministry of Health (MOH) among international NGOs in the country.

III. Project Background and Purpose of RFP

A. Project Background:

Vietnam's goal to achieve AIDS elimination by 2030 and ensure universal access to key treatment and prevention tools requires rapidly expand the availability of HIV services, such as counseling and testing, pre-exposure prophylaxis (PrEP), antiretroviral therapy (ART), and treatment for co-infections including hepatitis C, sexually transmitted infections (STIs), and tuberculosis, [6]. Given declining international aid and limited resources, the public sector cannot do this alone. Engagement of the private sector is needed to address persistent shortfalls in HIV service access and uptake, especially among key populations, and people living with HIV (PLHIV) who have expressed preferences for receiving HIV services in the private sector.

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Vietnam's PHS has grown substantially since then early 1990s, and private health expenditure comprised approximately 55% of Vietnam's total health expenditures in 2019, private health facilities account for an estimated 32.2% of outpatient services and 6.3% of inpatient services in the country [11]. In 2020, the Vietnam Administration for HIV/AIDS Control (VAAC) of the Ministry of Health (MOH) acknowledged the essential role of the PHS in ending AIDS by 2030 within its national HIV Law (revised in 2020) and National Strategy to End AIDS by 2030 [19]. On December 21, 2021, the Vietnam MOH signed a new HIV private-sector engagement (PSE) plan (No 2129/KH-BYT) to facilitate greater engagement of the PHS in investment and provision of HIV goods and services for 2021-2025.

Market research on HIV commodities and services: Market size, value and future trends analysis is a need to give information on market and better understand the current PSE situation.

B. Purpose of the study:

This market research aims to provide baseline data to inform STEPS project to design and implementation of demand generation and supply strategies for the market of HIV related goods and services that is capable to meet the needs of target populations.

C. Proposed Research Timeline:

Start date	June 9, 2023
Final deliverable due	August 30, 2023

***NOTE: The start date and end date of this contract will be subject to the approval of project documents.

Vendors are welcome to complete an application ahead of the May 24 deadline. Please indicate if this is not possible.

IV. Scope of Work and Deliverables

THE BELOW SPECIFIC OBJECTIVES ARE ILLUSTRATIVE AND MAY CHANGE BASED ON CONTEXT AND PARTNER INPUT.

A. Specific objectives

- 1) To estimate the historic market performance of condoms, lubricant, needles and syringes (high and low dead space), and HIV test kits in Vietnam, including total market size, market shares by sectors (e.g. free, socially marketed and commercial), by brands, imported versus locally produced;
- 2) To describe the supply chains and identify key drivers influencing to the growing or shrinking of the markets; and
- 3) To ascertain the trends and future outlook for above HIV- related goods.

B. Requirements for implementation:

The candidate will conduct the research to answer the following research questions:

- Total production volume (in units) of condoms, lubricant, needles and syringes (high and low dead space), and HIV test kits, PrEP, nPEP, HIVST, HCVST in Vietnam, for historic from 2015 – to date;



- Total number of products sold/distributed per year by types of products listed above
- Market share and value in USD and VND by sector (free, social marketing and commercial), by brands (top 10), geographic location and designation of imported versus domestic manufacturer
- Market share segmented by product unit cost
- Market value: value in VND and USD of the total number of products or services sold, distributed, or provided
- Market subsidy: Number of unsubsidized condom brands available at NTOs
- Estimate the degree of leakage of the HIV-related products from public/social marketing to private sector outlets.
- Market trends and projected 3-year and 5-year uptake of each product identified by population segment

Applicants that intend to submit may contact PATH at Mr. Tran Khanh Long (Email: lktran@path.org) for further methodological parameters on the assessment.

C. Scope of work

The applicant will be required to work closely with PATH technical staff to finalize the study methods, data collection tools, prepare and submit all relevant documents for local institutional review board (IRB) approval. The applicant will then develop a detailed plan for implementing the study activities as per the approved protocol and implement activities accordingly. The applicant will deliver data, reports and presentation slides to present assessment results and progress toward achieving the study objectives.

D. Deliverables

- Final study protocol and data collection/interview guidelines
- Data collection plan
- Preliminary findings presentation in Power point
- Draft narrative study report
- Full set of raw data
- Final narrative study report in Word format
- Final presentation in Power point format

E. Expected Milestones

Each of the milestones will be agreed upon and finalised in consultation with the PATH team.

Milestones	To be completed by
Data collection templates and interview/focus group guides	June 2023
Data collection	June - July 2023
Preliminary results slide presentation	End of July 2023
Draft Narrative Report and PowerPoint presentation	July/August 2023
Final Report & Data Sets	August 30, 2023

Expected milestones will be adjusted based on the actual start & end dates of the contract.

Note: All reports and presentation slides should be written and submitted in both English and Vietnamese

F. Other General Considerations

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- PATH anticipates working closely with the selected consultant or market research firm throughout this research activity. This will include holding in-person visits, regular conference calls/meetings and regular email correspondence. PATH will oversee the study design and validation of research tools before the research commences.

V. Application Requirements - Financial

Provide itemized costs for the total scope of this project, based on the scope of work and deliverables outlined in Section IV. The final scope of work may be subject to negotiation; however, bidder selection will be made against the original scope of work. Bids should include itemized costs for key elements of the scope of work, as follows:

The budget (no more than \$40,000) should be broken out in detail and organized as follows:

1. Personnel
 - a. Include rate and percent of total level of effort for each staff
2. Operational costs
 - a. Travel
 - b. Communications
 - c. Supplies
 - d. Printing
 - e. Others
3. Sub-contracts and consultants
4. Overhead/agency fees
5. Budget notes: Please include notes to describe each component of the budget

VI. Application Requirements – Technical

Provide a narrative on your technical approach to accomplish the Scope of Work and stated Deliverables including:

Section I: Technical

1. Description of technical approach: how to implement the research to fulfill the objectives and research question
2. A clear outline of the work plan and analysis plan
3. Research management and roles of research team
4. Timeline to meet the deliverables.
5. Potential challenges and plans to mitigate and address them

Section II: Past performance and corporate capabilities

1. Profile of relevant corporate qualifications
2. Profile of relevant experience and three examples of related work
3. Qualifications of key members of the proposed project team (attach CVs of key team members and provide details of back-up/standby teams). The leader should have at least 5-years of experience in the field of the study and demonstrated experience in implementing market research, consumer surveys and/or cross-sectional surveys and qualitative studies.
4. Number of years in business
5. Annual revenue

Note: If your company has more than one location, please indicate these qualifications for the site that is responding

VII. Application Evaluation Criteria

The following is a list of significant criteria against which applications will be assessed. The criteria are listed in order of priority; however, they are not weighted.

- A. Technical – Demonstrated ability to perform the statement of work
- B. Experience – Similar experience in conducting market research
- C. Costs (as detailed in Section V)

Note: PATH reserves the right to include additional criteria.

VIII. Instructions and Deadlines for Responding

A. PATH contacts:

- Finance/Administrative Contact: Ms. Loc Lan Huong. Email: hloc@path.org
- Procurement Associate Contact: Ms. Nguyen Thuc Hang. Email: htnguyen@path.org
- Technical/Program Contact: Dr. Tran Khanh Long. Email: lktran@path.org

B. Confirmation of interest:

Please send a statement acknowledging receipt of this solicitation and your intent to respond or not respond no later than **May 10, 2023**. Send the confirmation to the contacts listed above.

C. Fact-finding questions:

Questions on this solicitation will be accepted via email to the contacts listed above by **5:00PM May 10, 2023 Hanoi time**. Questions and answers to all questions will be provided to **all participants** who confirmed interest per Section VIII.B on **May 12, 2023**. Please note that responses will **not** be confidential except in cases where proprietary information is involved. Inquiries after this date cannot be accommodated.

D. Applications due: May 24, 2023

Please send your completed application via email to the two above contacts on or before **5:00PM May 24, 2023 Hanoi time**, with the subject line: *Application: PATH Private Sector Engagement Assessment*. We advise that you send files in commonly recognized MS formats. We will not accept responsibility for resolving technical transmission problems with applications. A hard copy of the application should not be sent. Your application should only include information specific to accomplishing the scope of work (session VI). Additional information submitted outside of the application requirements will be reviewed at PATH's discretion only. Elaborate materials, artwork or other information not directly related to the scope of work are not suggested. Completed proposals should be submitted by email to the contacts listed above. The subject line of the email should read: **RFP # 2023-020 your company name**.

E. Conclusion of process

Applicants will be notified of PATH's decision by **May 31, 2023**. Final award of contract is subject to the terms and conditions included in this solicitation, as well as successful final negotiations of all applicable terms and conditions affecting this work.

IX. Terms and Conditions of the Solicitation

A. Notice of non-binding solicitation

PATH reserves the right to reject any and all bids received in response to this solicitation and is in no way bound to accept any application.



B. Confidentiality

All information provided by PATH as part of this solicitation must be treated as confidential. In the event that any information is inappropriately released, PATH will seek appropriate remedies as allowed.

Applications, discussions, and all information received in response to this solicitation will be held as strictly confidential, except as otherwise noted.

C. Communication

All communications regarding this solicitation shall be directed to appropriate parties at PATH indicated in Section VIII. A. Contacting third parties involved in the project, the review panel, or any other party may be considered a conflict of interest and could result in disqualification of the application.

D. Acceptance

Acceptance of an application does not imply acceptance of its terms and conditions. PATH reserves the option to negotiate on the final terms and conditions. We additionally reserve the right to negotiate the substance of the finalists' applications, as well as the option of accepting partial components of a application if appropriate.

E. Right to final negotiations

PATH reserves the option to negotiate on the final costs and final scope of work, and also reserves the option to limit or include third parties at PATH's sole and full discretion in such negotiations.

F. Third-party limitations

PATH does not represent, warrant, or act as an agent for any third party as a result of this solicitation. This solicitation does not authorize any third party to bind or commit PATH in any way without our express written consent.

G. Application Validity

Applications submitted under this request shall be valid for 90 days from the date the application is due. The validity period shall be stated in the application submitted to PATH.