



Request for Consultant Services Proposal (RFP)

Solicitation Title:	Implementation of H5N1 Avian Influenza Surveillance in Domestic Cats
Solicitation Number:	RFP-STRIDES-26-02
Submit Questions and Information to:	Admin and Procurement Officer, STRIDES, FHI 360
Date of Issue of RFP:	27 April 2026
Date Questions from Bidder Due:	29 April 2026, 5:00 PM
Date Answers due from FHI 360:	30 April 2026, 5:00 PM
Pre Bid Meeting Date	03 May 2026, FHI 360 Office
Date Proposal Due:	05 May 2026, 5:00 PM
Contract Type	Firm Fixed Price contract OR Firm-fixed-price level-of-effort term consultant agreement
Approximate Award Date	12 May 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 (Individual/Firm) 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 global nonprofit organization working in more than 70 countries to improve health, education, and economic outcomes. In Bangladesh, FHI 360 has over 45 years of experience supporting national systems and institutions.

Under the U.S. Government's Global Health Security (GHS) agenda, the STRENGTHENING Infectious Disease DETECTION SYSTEMS (STRIDES) Activity supports Bangladesh to strengthen surveillance, laboratory systems, and emergency response. STRIDES Activity advances cross-sectoral efforts to successfully identify, manage, and respond to infectious disease threats; detect and prevent further outbreaks; and instill confidence and trust in a country's disease detection and surveillance structures and services. STRIDES aims to increase a country's Joint External Evaluation (JEE) scores by supporting national governments to strengthen core capacities — including laboratory and surveillance systems strengthening and emergency response operations — thereby improving compliance with International Health Regulations (IHR) and overall global health security.

Bangladesh has recently identified Highly Pathogenic Avian Influenza (H5N1) infection in domestic cats, indicating potential zoonotic spillover risks at the human–animal interface. Building on an agreed surveillance protocol, STRIDES will support the implementation of a time-bound, facility-based surveillance activity in selected locations to generate evidence, strengthen One Health collaboration, and inform preparedness and response.

The purpose of this assignment is to implement the approved H5N1 cat surveillance protocol through coordinated field operations, specimen collection and transport, laboratory liaison, and reporting, in close collaboration with CDIL, FDILs, veterinary clinics, and STRIDES.

Scope of Work

The selected Consultant (Individual, team/Firm) will be responsible for coordinating field implementation, supporting specimen collection and safe transport, ensuring data quality and biosafety compliance, and producing timely reports in alignment with the approved protocol.

Deliverable 1: Brief implementation plan outlining sites, timeline, roles, and logistics.

Deliverable 2: Monthly progress updates summarizing samples collected, sites covered, and operational issues.

Deliverable 3: Clean dataset with supporting documentation and logs.

Location of Work: Dhaka, Barisal and Chottogram

Cost Proposal: The financial proposal should include all relevant costs, including professional fees, local travel and accommodation, specimen transportation and cold chain logistics, field consumables, and reporting costs. No per diem or incentives will be paid to government staff.

- Individual consultants should propose daily or lump-sum professional fees, along with any reimbursable costs. Individual consultants may form a team and submit a joint proposal, clearly identifying a lead consultant.
- Firms should provide a detailed budget breakdown, including staffing, operational, and administrative costs.
- Financial proposals must be submitted in Bangladeshi Taka (BDT) only
- Financial proposals must be submitted in Bangladeshi Taka (BDT) only The price must include TAX. VAT should be identified separately as a separate line item. Tax and VAT will be paid in accordance with the Bangladesh Government's rules and regulations.

Qualifications The consultant (Individual/firm) should demonstrate:

- Proven experience in animal health, zoonotic disease surveillance, or One Health programs
- Experience working with government veterinary or laboratory systems
- Strong field implementation and logistics management capacity
- Demonstrated experience in data collection, management, and reporting
- Availability of qualified personnel (e.g., veterinarians, field coordinators, data specialists)

Evaluation Criteria: Evaluation will consider both individual qualifications and institutional capacity, as applicable to the type of Consultant (Individual/Firm).

Technical approach relevant experience, feasibility, cost-effectiveness, and ability to deliver within the required timeframe.

1. Technical Approach: Understanding of assignment, Clarity and practicality of methodology, Sampling and implementation strategy (35%)
2. Relevant Experience: Relevant experience of the individual or firm, including past performance in similar assignments; Experience in zoonotic disease or surveillance work. (20%)
3. Implementation capacity: Operational readiness (10%)
4. Timeline and Feasibility (10%)
5. Financial Proposal and cost effectiveness (clarity and best rate) (25%)

Required Documentation: Proposals must include the following components:

- (a) a Technical Proposal of no more than two (2) pages describing the approach, experience, and implementation plan; and
- (b) a Financial Proposal of no more than one (1) page detailing the cost breakdown, including travel and specimen transport.

Other requirements:

Individual Consultant(s):

- a. Updated CV(s)
- b. Description of relevant experience
- c. Availability and proposed level of effort
- d. National ID card scan copy
- e. Business Identification Number (if any)

Firm/Organization:

- a. Company profile
- b. Relevant institutional experience
- c. Proposed team composition with CVs
- d. Legal registration documents (trade license, VAT, etc.)

Timetable and Address for Submission

Any questions or requests for clarification need to be submitted in writing (via email) to the same email address no later than Wednesday, April 29, 2026 5:00 P.M. Bangladesh time. Inquiries and answers to inquiries will be shared with all applicants by Thursday, April 30, 2026. No telephone inquiries will be answered.

A pre-bid meeting will be held on 03 May 2026, from 10:00 AM to 11:00 AM at the FHI 360 Office. Please confirm your participation by email on or before 30 April 2026 at:

Procurement.STRIDES.bd@fhi360.org

Venue:

6th Floor, Plot 6/A, Road 32, Gulshan Avenue,
Gulshan-1, Dhaka-1212

Responses to this RFP should be submitted by email to Procurement.STRIDES.bd@fhi360.org by Tuesday, May 05, 2026, 5:00 P.M. Bangladesh Time. Any proposal received after this date and time may not be accepted and shall be considered non-responsive.

Contract Mechanism:

FHI 360 intends to award a **Firm Fixed Price contract to a firm/organization** or Firm-fixed-price level-of-effort term consultant agreement **to an individual**, depending on the selected applicant (best price, technically acceptable offer).

Payment terms:

Payment will be made based on the milestones/ deliverable and FHI 360's acceptance.

FHI 360 Disclaimers and Notes

- Please provide three (3) client references from entities to which similar services were provided during the past three (3) years. These references should include the name of the company, contact person, telephone and fax numbers, and email addresses.
- FHI 360 may perform a background check on any selected individual, team, or consultancy organization.
- 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](#)