

**ATTACHMENT B:
Quotation Requirements | Terms & Conditions**

A. Submission

1. The quotation must be submitted no later than the Closing Date, and by email to the Quotation Submission Address, indicated in the RFQ information table. Quotations which are submitted late or are incomplete may not be considered in the selection process. Any question should be sent to the Global Fund Contact as indicated in the RFQ information table.
2. The quotation must be denominated in United States Dollars (USD) exclusive of tax and submitted in English, in its original version in Portable Document Format (PDF). The quotation must include the following:
 - Technical proposal, describing the approach, proposed team, experience with similar projects, timeline by activity. Please keep proposals to a maximum of 10 pages excluding CVs.
 - Financial proposal, in USD, with cost breakdown and assumptions by activity and by cost category.
3. The Global Fund may award one or more contract(s) on the basis of the quotations received, without discussions or negotiations. Therefore, each quotation should contain the bidder's best terms from a technical and cost standpoint. The Global Fund reserves the right (but is not under obligation to do so) to enter into discussions with one or more bidders in order to obtain clarifications or additional detail or negotiate the cost quotation.
4. The bidders are requested to indicate the earliest start date and to hold the price quotation for 90 days from the RFQ Closing Date. The Global Fund will make its best effort to finalize selection within this period.

B. Evaluation Criteria

The following evaluation criteria will be used to evaluate the proposals' technical and financial capacity:

Criteria	Conditions or requirements	Score
Technical and methodological focus	<ul style="list-style-type: none"> • Technical proposal highlighting an understanding of the work, tasks, proposed focus and methodology to be used. • Summary of the team's structure and the processes governing the organization of the consultancy. • A brief overview as how to manage the delivery of high quality and timely services for the countries • A detailed work plan within the proposed timeframes to undertake the entire assignment, including key dependencies, assumptions, risks and mitigation strategy 	40

<p>Experience of the proposed team</p>	<p>Indicate composition and qualifications of the proposed team with CVs of no longer than 5 pages for each proposed team member, that combined meet the following requirements:</p> <ul style="list-style-type: none"> • Knowledge of STP and the regional responses to HIV, TB and Malaria. • Knowledge of and experience in strategic planning at the national level and budgeting and finance in the health sector. • Experience in evaluating and supervising programs funded by international cooperation; ideally HIV and/or TB, and/or Malaria-related. • Experience in working with civil society and other actors in the private health sector and collaborating with state and non-state stakeholders and/or on strategies to mobilize resources. • The chief consultant must be a professional from the field of health sciences, social science, or political science, with a postgraduate degree in public health, community health or health care economics. • The chief consultant should also have strong diplomatic skills and experience engaging with senior management from Ministries of Health and Finance • The remaining members of the team must complement the chief consultant’s specialism, in areas including public health, health care economics, social sciences or other areas relevant to the consultation. • The ability to process and organize information from various sources and stakeholders. • The ability to facilitate groups, order information, work in a team. • Fluent written and spoken Portuguese. • An understanding of the Global Fund’s transition and sustainability policies. • Ability to work effectively in multicultural teams with varying expertise, skills and backgrounds • Commitment to diversity and non-discrimination on grounds of culture, disability, gender, religion, race, age and nationality. <p>The applicant should also include:</p> <ul style="list-style-type: none"> • References: full contact details of three organizations where similar assignments have been performed • Successful proven past experience in performing similar assignments 	<p>40</p>
<p>Cost</p>	<p>Financial proposals must be in United States Dollars. The estimated costs will cover:</p> <ul style="list-style-type: none"> • the estimated number of workdays and daily rates for each team member • travel expenses (in case if physical meetings will be feasible) • other expenditures with justifications as relevant 	<p>20</p>

“A quotation may be considered within the competitive range if it receives at least 60 out of 80 maximum technical points available.” Therefore, if a quotation received 60 or above, it is deemed *Technically Acceptable* otherwise *Technically Not Acceptable*. *Technically Not Acceptable* quotations are eliminated and only those that that are *Technical*

Acceptable will undergo cost evaluation. Contract is typically awarded to the supplier that obtains the highest combined technical and cost score.

C. Legal Matters

1. This RFQ is in line with and subject to the following documents:
 - a. The Global Fund's **Procurement Policy** (2008, as amended from time to time) which may be found at <https://www.theglobalfund.org/en/business-opportunities/>.
 - b. The **Code of Conduct for Suppliers (2009, as amended from time to time)**, which may be found at:
<https://www.theglobalfund.org/en/policies-guidelines-templates/governance-policies/>;
 - a. The **Sanctions Panel Procedures Relating to the Code of Conduct for Suppliers (2014, as amended from time to time)**, which may be found at <https://www.theglobalfund.org/en/policies-guidelines-templates/governance-policies/>;
 - b. The **Global Policy on Conflict of Interest** (2020, as amended from time to time), which may be found at https://www.theglobalfund.org/media/6016/core_ethicsandconflictofinterest_policy_en.pdf?u=637319004468800000; and
 - c. The **Global Fund Terms and Conditions of Purchase of Services or the Global Fund Terms and Conditions of Purchase of Goods, (21 August 2020, as amended from time to time)**, as applicable, which will also be an integral part of any contract resulting from this RFQ, and which may be found at <https://www.theglobalfund.org/en/business-opportunities/>.
2. Submitting a quotation in response to this RFQ constitutes an acceptance of the terms indicated herein and of the terms of each of the above documents. If a bidder has any reservation with regard to the documents mentioned in Section C.1, including to the Global Fund Terms and Conditions of Purchase of Services or the Global Fund Terms and Conditions of Purchase of Goods, as applicable, the bidder must raise such reservations during the RFQ process. The Global Fund reserves the right to reject the quotation of any entity or individual that fails or refuses to comply with, or accept, such terms.
3. The Global Fund makes no offer of a contract by posting this RFQ or evaluating any quotations submitted in response to it, and there is no legal agreement or relationship, whether in contract (express, implied or collateral) or tort, created by this RFQ process between the Global Fund and any bidder, with the sole exception of the provisions of this Section C. This RFQ in no way obligates the Global Fund to award a contract.
4. The bidder shall bear all costs associated with the preparation and submission of its quotation, and the Global Fund shall not be responsible or liable for those costs, whether direct or indirect, regardless of the conduct or outcome of the RFQ, nor if the RFQ is cancelled, altered or postponed for any reason. This includes, but is not limited to, any and all costs incurred for the oral presentations, site visits, visits to the Global Fund, functional demonstrations, and subsequent meetings and negotiations.
5. The Global Fund may, at its discretion, amend the RFQ, change the Closing Date for the submission of quotations or revise the Terms of Reference, by issuing an amendment to this RFQ.
6. The Global Fund may invite bidders to make oral presentations in English or to participate in a pre-proposal conference. The date, time and place of such presentation or pre-proposal conference will be formally communicated by the Global Fund to all bidders or pre-qualified

bidders, as relevant. Any statement made during these meetings shall not in any way amend or modify the RFQ, unless it is issued as an amendment to the RFQ.

7. Contract award will be on the basis of obtaining best value for money whilst ensuring the requirements of the Global Fund are effectively met. At any time prior to contracting the Global Fund may (a) reject any or all quotations, (b) accept other than the lowest priced quotations, (c) accept more than one quotation, (d) accept alternate quotations, e) accept parts of a quotation (f) waive informalities and minor irregularities in quotations received, and (g) withdraw an award in case of changed circumstances.
8. The Global Fund will not reveal or discuss with any bidder, how a quotation was assessed, or to provide any other information relative to the selection process. Bidders whose quotations are not selected may be notified in writing of this fact and shall have no claim whatsoever for any kind of compensation.
9. The bidder acknowledges and agrees that pursuant to the Global Fund policies and procurement procedures, the Global Fund may publish certain information consistent with its public status and commitment to transparency. As such, should the bidder be awarded a contract, the bidder acknowledges and agrees that the Global Fund may publish certain information relating to procurement contract awards, including without limitation the service provider's name, as disclosed on its website.
10. The Global Fund conducts integrity due diligence on its suppliers as a matter of course, including screening against international watchlists and adverse media databases. By responding to this RFQ, the bidder acknowledges that risk-based due diligence measures, including personal data processing, where relevant, form a part of the Global Fund supplier selection and management. Integrity issues identified through due diligence may be raised during selection or subsequently and will normally be managed by requesting departments with support of Ethics Office, e.g. through mitigation measures. Global Fund may not retain suppliers that have been sanctioned by the UN, international financial institutions and major donors.
11. Personal data (i.e. any information relating to an identified or identifiable natural person) will be treated in compliance with Global Fund's policies, the Terms and Conditions of Purchase of Services or Terms and Conditions of Purchase of Goods, as applicable, and the Privacy Statement for the Global Fund Procurement Process (as amended from time to time) <https://www.theglobalfund.org/en/business-opportunities/>.
12. Through its participation to the RFQ process, the bidder acknowledges and warrants that it complies with internationally recognized standards for human rights, labor, the environment, anti-money laundering and anti-corruption. The bidder also acknowledges and warrants that they will neither use or engage in, nor allow their employees or other persons engaged by them to use or engage in sexual exploitation and abuse, and sexual harassment.
13. The investigative, decision-making, and sanctions policies and processes of the Global Fund, including the activities of its Inspector General, the Global Fund's Code of Conduct for Suppliers, and consideration of any findings of fraud or abuse by the Global Fund Sanctions Panel, should the Global Fund in its sole discretion choose to refer the matter to the Sanctions Panel, shall apply to this RFQ and any resulting contract, and these processes may include, without limitation, public disclosure at the Global Fund's full discretion of any findings and/or decisions.
14. Any dispute, controversy, claim, or issue arising out of this RFQ or surrounding this process, shall be finally settled by arbitration conducted in accordance with the United Nations Commission on International Trade Law (UNCITRAL). The number of arbitrators shall be

one; the appointment authority for such arbitrator shall be the International Chamber of Commerce International Court of Arbitration. The place of arbitration shall be Geneva, Switzerland, and the language used at the arbitration shall be English. The arbitral award shall be final.

15. The bidder acknowledges that, by virtue of its status as an international organization, the Global Fund benefits from privileges and immunities provided under international and national laws. Nothing contained in this RFQ may be construed as a waiver, express or implied, of the privileges and immunities accorded to the Global Fund, whether as of the date of this RFQ or thereafter.