



APPROVED

UNDP Ukraine Deputy Country Director a.i.



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CALL FOR PARTICIPATION

**IN THE "PUBLIC MONITORING OF THE DELIVERY, AVAILABILITY AND USE OF MEDICINES AT THE LOCAL
LEVEL" COMPETITION**

1. BACKGROUND

1.1 About the Project 'Procurement Support Services to the Ministry of Health of Ukraine'

In 2015, the Ministry of Health of Ukraine addressed international organizations, including UNDP, requesting support in medicines procurement. Starting from 2015, UNDP Ukraine project is annually procuring a range of medicines and related medical products for the state budget funds as an emergency measure. With the UNDP support, a national procurement program will gradually be established based on international standards and the best international practices.

Goals of the 'Procurement Support Services to the Ministry of Health of Ukraine' Project are:

1. Assist MOH in the cost-efficient, transparent and timely procurement of medicines and other medical products of selected State Health Programmes as an emergency matter. The drugs to be procured are for the diagnosis and treatment of tuberculosis, hepatitis, hemophilia and orphan diseases in children, and the diagnosis of HIV/AIDS.
2. Build the structural and human resource capacity for supply, planning, forecasting, and monitoring and evaluation for transparent and cost-effective procurement at MOH.
3. Progressively hand over procurement activities while supporting the procurement processes and procurement unit of MOH.
4. Support MOH further reform of the national procurement and quality assurance system and capacity development processes.
5. With the technical expertise of WHO, support the capacity building of the procurement and supply chain management in the context of the wider initiative aimed at strengthening the Ukrainian healthcare system and creating a coherent pharmaceutical society.

The support provided by UNDP to the Ministry of Health is also aimed to support the healthcare procurement reform for the period beyond 2019, in particular with the creation of the Health Products Procurement Agency (HPPA). The Agency will be an independent organization and will be responsible to procure medicines for the Ukrainian people using modern IT tools, international experience and practices.

1.2 General information

One of component of the Project 'Procurement Support Services to the Ministry of Health of Ukraine' focuses on strengthening public procurement in Ukraine's healthcare system, in order to ensure all citizen's access to essential medicines and other medical products in Ukraine.

With the support of the project, a system of online monitoring of residues of medicines in warehouses has been created, which allows a real-time monitoring and access to information on medical supplies as one of the elements of the reform. This system will help to improve the public procurement process and will allow to effectively predict and plan the required purchases at the national and local levels.

In 2016, the Project supported establishment of an electronic system for monitoring the availability of medical supplies at medical institutions "E Liky". About 20 regions of Ukraine are already providing information on medicines available to patients in hospitals. The platform "E Liky" became an innovative approach to protecting the rights of citizens for quality medical care. Now patients can receive information about what drugs that are purchased at the budget cost and are available in the hospital.

To understand whether the life-saving medicines procured for the state budget reached the respective patients, the project plans to provide grants to regional non-governmental organizations **in Dnipropetrovsk, Donetsk, Kharkiv, Lviv, Poltava , and Cherkasy regions** to monitor supply and distribution of drugs procured with support of UNDP at the central level. UNDP will grant only four organizations (one organization per region).

1.3 Main goal and objectives of the competition

Goal: Obtain data regarding the delivery of medicines purchased by UNDP under the MOH budget to warehouses and healthcare facilities in the regions: timeliness of delivery, quantitative indicators, and availability of drugs for patients.

Strengthen the capacity of non-governmental organizations working for patients' rights protection.

Main tasks:

1. Monitor delivery of the medicines purchased by UNDP for the Ministry of Health for the programs of a) child hepatitis in 2016 and 2017 and b) adult oncology in 2017. The monitoring should address the following topics: which medical institution in the regions received the medicines and in what quantity; concordance of medicines quantities ordered during the planning process and received; delivery time from the central warehouse to the regional and/or hospital warehouses; problems encountered during the delivery.
2. Monitor delivery of the medicines purchased by UNDP for the MOH for the programs a) child hepatitis in 2016 and 2017 and b) adult oncology in 2017. The monitoring should address the following topics: number of patients who need treatment with the respective medicines; number of patients who received free medicines; why patients could not get free medicine needed for treatment; timeliness of the receipt of the lifesaving medicines.

UNDP will provide a methodology and tools of the monitoring after signing the grant agreement.

Bids will be accepted **until August 31, 2017**.

Duration of grants: **3 months from the date of signing the agreement**.

Maximum amount of the application: up to 125, 000 UAH per grant.

UNDP will support one application per Donetsk, Dnipropetrovs, Kharkiv , Lviv, Poltava, and Cherkasy regions of Ukraine.

2. ELIGIBILITY CRITERIA

2.1. Basic criteria

Organizations eligible to receive funding through this Call for Proposals must meet the following basic criteria:

- Be formally registered non-for profit civil society organization (public organization or charity foundation) in Ukraine;
- Have minimum of 5 years of proven track-record in developing and managing projects, programmes or grants in the healthcare, public health, social and health rights, monitoring in the region of the grant implementation;
- Have a proven history of cooperation with international donors, experience in implementing relevant projects and reporting. The experience in M&E or research activity will be an advantage.

The Applicants are expected to nominate at least one expert for general project management, monitoring, and reporting to UNDP and other project coordination functions.

Proposals submitted to UNDP under this grant competition should include CVs of the main project implementers.

Proposals from organizations that do not meet the above requirements will not be considered.

2.2 Criteria for eligible spending

Eligible spending are:

- On implementation of the project activity;
- Which meet the principles of expediency and compliance of costs, including the principles of "highest quality at the lowest cost" and cost efficiency;
- Which are properly documented, substantiated and understandable, as well as supported by relevant financial and accounting documentation.

UNDP funds can be used exclusively on:

- Salaries to the staff of the organization (only the main person responsible for organization with % of their time) and experts involved in the project;
- Communication and information services;
- Procurement of advisory services, when they are necessary for achieving project goals;
- Rent of premises, meals and other services directly related to project activities;
- Printing and copying services;
- Transportation needed for the project implementation.

Unacceptable are considered costs associated with:

- Preparation of the project proposal for participation in the competition;
- Scientific research;
- Payment of debts;
- Buying the office equipment;
- Reimbursement of expenses related to fluctuations of the exchange rate.

The costs of supported projects will only be eligible if they are implemented in accordance with the UNDP Rules and Procedures for the implementation of financial transactions and reporting of CSO grantees.

3. APPLICATION PROCESS

This CFP will be advertised through the web sites of the following organizations:

- UNDP Ukraine: www.ua.undp.org
- GURT Resource Center: www.gurt.org.ua
- Civic Space Portal: www.civicua.org
- Prostir: www.prostir.ua

Applications must be developed in Ukrainian according to this CFP and the Application Form. The CFP and the Application Form (Attachment I) can be downloaded from the above-mentioned web sites (available only in the Ukrainian version).

The application package shall consist of:

1. Duly filled out application form with relevant attachments /including the organigram/ (filled in on a computer and sent in Microsoft Word format);
2. Copy of the organization's statute (PDF);
3. Copy of the organization's registration certificate (PDF);
4. Copy of the organization's bank account (PDF);
5. Resumes of three key employees/experts and head accountant (Word or PDF);
6. Two recommendations from the previous donors.

Proposals need to be sent to: olena.trush@undp.org; iryna.shchokova@undp.org

indicating **"Call for participation in the "Public monitoring of the delivery, availability and use of medicines at the local level" competition"** in the subject line of the letter. Total volume of the sent documents should not exceed 10MB.

Applications that are sent in paper format or violating the requirements set for electronic copies, which are mentioned above, shall not be considered. All applications must arrive to UNDP no later than 18:00 (Kyiv time) on 31 **August, 2017**. Applications which come in after the indicated deadline shall not be considered.

4. SELECTION PROCESS

Criteria Proposals assessment

The proposals shall be assessed by UNDP in accordance to the following criteria:

- Degree to which the application aligns with the goals of this competition;
- Proved ability of the proposed team to handle the activities described in the project proposal;
- Demonstrated experience of cooperation with the key stakeholders at the regional level;
- The quality of financial management systems and processes (e.g. budgeting, monitoring, accounting and reporting, internal control systems, procurement, anti-corruption measures); consistency in bookkeeping practices and high quality of financial records.

After the deadline for expressions of interest has passed, UNDP specialists will check the applications against the abovementioned criteria. At this stage UNDP can request additional information from the applicants at its own discretion.

5. REPORTING, MONITORING AND EVALUATION

5.1. Monitoring and evaluation

Organizations, which are to receive institutional granting support, shall be responsible for monitoring their achievement. UNDP will monitor the project implementation through grantee's reports, meetings with representatives of the supported organizations and their partners, and through ad hoc monitoring visits.

5.2 Reporting

The grantee will submit the following reports:

- **Short-term on-demand reports** during the project implementation (once per month);
- **The final report** which include a description of the activities, monitoring and analysis results, conclusions and recommendations (Deadline)
- **Financial report** for the whole period of the contract (Deadline).