

TERMS OF REFERENCE

Individual consultancy services

I. GENERAL INFORMATION

Public Association "Positive Initiative" is a patient organization of people living with HIV, hepatitis C and tuberculosis, as well as vulnerable groups, with extensive experience in the field of HIV/AIDS and drug addiction, working throughout the Republic of Moldova.

The organization's goals are aimed towards:

- Prevention of HIV/AIDS, viral hepatitis C, tuberculosis, drug addiction and other socially dangerous diseases;
- Increasing access to treatment, care and support in the context of HIV/AIDS, viral hepatitis C, tuberculosis and drug abuse epidemics;
- Broad involvement of beneficiaries in decision-making on key issues of responding to the epidemic of HIV/AIDS, viral hepatitis C, tuberculosis, drug addiction and other socially dangerous diseases, as well as addressing its consequences at all levels;
- Strengthening the capacity of beneficiary organizations and communities;
- Protection of human rights and freedoms, etc.

The organization's work aims to bring together all responsible parties and stakeholders, strengthen community systems, influence public opinion and public policy in order to create an environment in which every person, regardless of their vulnerability, has all the rights and opportunities necessary for a dignified life.

Currently, under Financing Agreement No. 002/TB-HIV-SUBGRANT/2025 dated 02 January 2026, signed between the Public Association "Positive Initiative" and the Private Institution "Center for Health Policies and Studies" (PAS Center), the organization intends to contract an international consultant (individual consultant) **to provide consultancy services on optimization of procurement processes for ARVs, medical devices and OST within the National HIV/AIDS and STI Program for 2027.**

II. OBJECTIVE OF THE SERVICES

The objective of these services is to provide technical and strategic support for the analysis of and recommendations on optimizing procurement processes for antiretroviral medicines (ARVs), medical devices and opioid substitution therapy (OST) within the National HIV/AIDS and STI Program for 2027.

III. DESCRIPTION OF ACTIVITIES AND RESPONSIBILITIES

1. Participation in the HIV TWG and provision of recommendations regarding procurement planning for the upcoming period.
2. Analysis of existing procurement processes and identification of risks and inefficiencies.
3. Assessment of compliance with international best practices.
4. Formulation of strategic recommendations for procurement optimization.
5. Methodological support for strengthening CLM mechanisms.

IV. EXPECTED RESULTS / DELIVERABLES

1. Report containing recommendations for procurement optimization.

V. REQUIRED QUALIFICATIONS

1. General experience (30 points)

- Minimum five years of experience in providing technical assistance in public health, health systems or medical procurement (max. 15 points).
- Higher education in public health, economics or another relevant field (max. 15 points).

2. Specific experience (60 points)

- Experience in public procurement of medicines financed from the state budget and thorough knowledge of Moldovan legislation (max. 15 points).
- Proven experience in procurement of medicines and medical products (max. 15 points).
- Experience in analysis and optimization of procurement and supply chain systems, including EECA region experience (max. 15 points).
- Experience in assessing compliance with international standards and best practices (WHO, GFATM, UNICEF, etc.) (max. 15 points).

3. Other skills (10 points)

- Strong analytical and conceptual skills.
- Planning and organizational skills.
- Microsoft Office proficiency.
- Ability to work in a team.
- Knowledge of Russian, English and/or Romanian.

VI. EVALUATION CRITERIA

Nr.	EVALUATION CRITERIA	MAXIMUM POSSIBLE SCORE
1.	General qualifications	30 points
2.	Specific qualifications	60 points
3.	Other skills	10 points
	Total:	100 points

The consultant will be selected based on the criteria outlined above.

The potential consultant must submit an updated CV, in line with the requested tasks.

Consultants scoring above 75 points will be invited to submit a price quote for the specific tasks requested.

VII. WORKING ARRANGEMENTS

The Consultant will work in close collaboration with the team of the Public Association “Positive Initiative” throughout the entire implementation period of the assignment.

All activities shall be carried out taking into account that the relevant documents and the national regulatory framework are developed in Romanian. The Consultant shall ensure their proper use, understanding and, where applicable, accurate interpretation throughout the implementation of the assignment.

VIII. DURATION OF SERVICES AND PAYMENT MODALITY

The Consultant shall undertake and be responsible for fulfilling all responsibilities set forth in these Terms of Reference.

The consultancy assignment shall be carried out during the period from May 2026 until 24 December 2026.

Payment to the Consultant shall be made at 100% upon submission and acceptance of the deliverables specified under Section IV.

The Consultant shall coordinate the implementation of the activities with the Project Coordinator.