



Request for Consultant Services Proposal (RFP)

Solicitation Title:	STRIDES South Sudan – Polio Community Based Surveillance Consultant for Maban, Piji, Aweil North, Tonj South, and Ayod County)
Solicitation Number:	
Submit Questions and Proposal to:	Proposals and questions to STRIDESProcurement@fhi360.org, in MS Word / PDF format.
Date of Issue of RFP:	22. September 2026
Date Questions from Supplier Due:	30 th September 2026
Date Answers due from FHI 360:	
Date Proposal Due:	31 January 2027.
Approximate Timeframe Consultant Agreement Issued to Successful Candidate(s):	Estimated October 2026 – 31 January 2027 (120 days), subject to renewal
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 agrees to hold the prices in its offer firm for 120 days from the date specified for receipt of offers unless another time is specified in the addendum of the RFP.	

1-Background

The STRIDES Activity (Strengthening Infectious Disease Detection Systems), funded by the U.S. Department of State and implemented by FHI 360, supports countries to strengthen surveillance systems critical to global health security and polio eradication. As part of its polio portfolio, STRIDES supports efforts to improve the quality and performance of Acute Flaccid Paralysis (AFP) surveillance and Environmental Surveillance (ES) systems in South Sudan, in alignment with Global Polio Eradication Initiative (GPEI) standards.

Despite ongoing partner support, persistent gaps remain in AFP case detection, investigation, specimen collection and transport, ES functionality, reporting pathways, and data quality in select geographic areas. A rapid, multi-partner surveillance system strengthening effort is required to close these gaps and inform targeted, evidence-based interventions in priority counties. This consultancy directly supports STRIDES' objective of strengthening surveillance systems and improving early detection of poliovirus transmission.

STRIDES South Sudan is seeking County Polio Surveillance Consultants to lead county-level polio surveillance activities under the day-to-day guidance and supervision of the STRIDES Technical Advisor/Officer. Each

consultant will be assigned to a specific county and will provide technical support for AFP and environmental surveillance, including active case search, supervision of reporting sites, AFP case investigation, strengthening of standard surveillance protocols, and coordination and evaluation of outbreak response activities.

Specifically, by the end of the assignment each consultant is expected to have:

- Strengthened AFP case detection, investigation and 60-day follow-up in the assigned county to meet GPEI surveillance performance indicators.
- Established/maintained functional community-based surveillance and reporting mechanisms, including for IDPs and other special populations.
- Ensured timely, complete and quality daily/weekly/monthly surveillance and campaign reporting to CHD, GPEI and FHI 360.
- Supported coordinated, well-documented outbreak-response planning and implementation with CHD, State/National MOH, NPHI and GPEI partners.

2-Scope of Work

2.1 General Responsibilities

- Provide technical support to the CHD, State Health Authorities and MOH in planning, implementation, supervision and monitoring of AFP and environmental surveillance and outbreak-response activities.
- Assist in training and building the capacity of county, facility and community-based disease surveillance and response focal persons.
- Catalyze and support the rapid, effective implementation of proven strategies to reduce the emergence and circulation of poliovirus and other public health threats.
- Undertake other related responsibilities as assigned by the supervisor.

2.2 Detailed Duties

Coordination and Partner Engagement

- Collaborate with government counterparts at multiple levels, the EPI team and GPEI partners on polio outbreak investigations and other response activities.
- Conduct county-level surveillance and immunization review meetings with government and polio partners.
- Collaborate with state/county teams and GPEI partners on identifying, planning and implementing outbreak-response activities.

Surveillance and Case Detection

- Identify and engage special populations, including internally displaced persons (IDPs), and establish locally functioning surveillance mechanisms to promptly detect events/outbreaks and monitor trends.
- Maintain a database of health facilities and other active surveillance sites; support county-level active-site prioritization and risk assessment for polio and other vaccine-preventable diseases; develop and implement risk-mitigation activities.
- Conduct priority-based, well-documented (ODK/mobile platform) regular active case search and integrated supportive supervision visits to focal sites, including IDP camps; conduct AFP investigations and 60-day follow-ups.

- Ensure daily, weekly and monthly surveillance reports are prepared and transmitted to the next reporting level.

Outbreak Response

- Support outbreak-response activities, including investigations, household surveys, and monitoring of Supplementary Immunization Activities (SIA) and Routine Immunization (RI); ensure timely reporting.
- Support micro-planning for outbreak response, including mapping of special populations (IDPs, urban slums, refusal households, nomadic populations), verification, and access strategies.
- Assist with quality trainings, mobile/ODK-based supervision, daily monitoring meetings and sitreps during outbreak response.

Reporting and Documentation

- Assist in writing and submitting complete technical reports to the National Polio Eradication Program documenting outbreak-response and surveillance activities.
- Verify and analyze epidemiological, surveillance and outbreak-response data; facilitate timely submission of reports to the National Polio Eradication Program.

Training, Supervision and Monitoring

- Support supervision, on-the-job training and monitoring of surveillance and response activities to ensure adherence to guidelines, standard case definitions and tools.

Logistics and Supplies

- Support logistics and ensure availability of surveillance supplies and equipment at every level (case-definition materials, case-investigation forms, stool cups/specimen bottles, vaccine carriers, etc.).

3-Deliverables, Indicators and Timelines

#	Key Activity	Expected Output / Deliverable	Measurable Indicator (SMART)	Timeline
1	Coordination with CHD, EPI and GPEI partners on outbreak investigations	Investigation reports, coordination meeting summaries, and recommendations submitted to CHD and GPEI partners	≥1 documented investigation/coordination report per outbreak event or per month, whichever is more frequent	Ongoing; monthly
2	Mapping and engagement of special populations, incl. IDPs	Updated database/map of special populations and IDP settlements; functioning community-based surveillance focal point network	Database updated monthly; ≥1 functioning focal-point network per assigned county established/maintained	Baseline by Month 1; updated monthly
3	Maintenance of health-facility and active-surveillance-site database	Updated database of health facilities, informal providers and community reporting sites; monthly report to CHD/GPEI/FHI 360	Database updated and report submitted by the 5th working day of each month	Monthly

#	Key Activity	Expected Output / Deliverable	Measurable Indicator (SMART)	Timeline
4	Active case search and supportive supervision (ODK-based)	ODK-based active case search and supervision reports with AFP/VPD alerts, corrective actions and follow-up	100% of assigned priority/focal sites, incl. IDP camps, visited per the agreed schedule; reports submitted monthly	Monthly
5	AFP case investigation and 60-day follow-up	Completed AFP case investigation forms and 60-day follow-up reports	100% of AFP cases in assigned county investigated within 48 hours of notification; 100% 60-day follow-up completed on schedule	Within 48 hrs of notification / Day 60 post-onset
6	Daily, weekly and monthly surveillance (incl. SIA/RI) reporting	Daily, weekly and monthly surveillance, SIA and RI reports transmitted to the next reporting level	Reports submitted on time per GPEI reporting schedule; zero missed reporting weeks	Daily / weekly / monthly
7	Surveillance logistics and supplies monitoring	Inventory-tracking reports and replenishment requests for case-investigation forms, stool cups/specimen bottles, vaccine carriers, etc.	Stock status verified and reported monthly; no stock-out exceeding 7 days unreported	Monthly
8	Outbreak-response planning and coordination (states, Counties, EPI, GPEI)	Operational plans, deployment schedules and response-monitoring reports	Participation documented in 100% of planning meetings for outbreak response in assigned county	As triggered by outbreak response
9	Micro-/macro-planning for vaccination response	Updated/new macro- and micro-plans, incl. mapping of special populations and access strategies	Plans finalized ≥ 7 days before each SIA round in assigned county	Per SIA calendar
10	Quality trainings, ODK supervision, daily monitoring and sitreps during campaigns	Training reports, supervision findings, daily monitoring summaries and sitreps	Sitrep submitted daily during intra-campaign period; supervision findings compiled within 48 hrs of campaign close	Intra- and post-campaign
11	Technical reporting to EPI Team and GPEI Coordinator	Comprehensive technical reports summarizing activities, findings, outcomes, lessons learned and recommendations	Monthly technical report submitted by the 5th working day of the following month	Monthly
12	Verification and analysis of campaign reports	Verified, analytically reviewed campaign reports with data-quality assessment and performance summary	Reports submitted to national GPEI coordination office/NPHI within the recommended timeframe (per GPEI SOP)	Post-campaign, per GPEI timeframe

4-Location of Work:

This position is field based in Ayod County in Jonglei State. The consultant reports to the STRIDES Technical Advisor/ Officer and works in close collaboration with the County Health Department (CHD), the State Ministry of Health, the National Ministry of Health, and GPEI partners operating at Sub-national and National Level

5-Travel:

This is a field-based role that requires frequent travel to health facilities and communities within the assigned county. FHI 360 will cover reasonable travel costs incurred by the consultants in connection with approved field activities, in accordance with FHI 360 policies and procedures.

6-Timetable and Address for Submission

Proposals are due no later than 5:00 PM EDT on Wednesday, September 30, 2026. Required documentation listed below must be e-mailed to (STRIDESProcurement@fhi360.org)

7-Qualifications

7.1 Minimum Eligibility Requirements

- BSc in Public Health or Nursing from a recognized university/college or Medical Doctor (MD) from a recognized university.
- Demonstrated experience supporting AFP surveillance, environmental surveillance, or integrated disease surveillance systems, preferably aligned with GPEI standards.
- Familiarity with surveillance data systems, reporting pathways, and sample collection/transport, including reverse cold-chain considerations.
- Minimum of 5 years' experience in disease surveillance or clinical or nursing practice, or immunization.
- Direct experience in polio surveillance and polio preventive/outbreak-response vaccination campaigns; experience working with WHO, other UN agencies, or international organizations.

7.2 Preferred Qualifications

- Postgraduate qualification in epidemiology, field epidemiology, public health, pediatrics, or a related health science specialty.
- Prior experience working with or alongside CHDs, GPEI partners, Ministries of Health, or U.S. Government-funded programs.
- Strong analytical skills, with the ability to translate findings into practical, actionable recommendations.
- Residency in the targeted or adjacent Counties where surveillance activities will take place strongly preferred.

7.3 Skills

- Strong written and verbal communication skills in English, with the ability to produce high-quality technical reports.
- Knowledge of local languages of the assigned State/County is an added advantage.

8-Evaluation Criteria:

- Award will be based on best value: a combination of qualifications and proposed daily rate.
- Payment will be based on Level of Effort (LOE), with reimbursement for approved, budgeted related expenses.

9-Required Documentation:

- Payment will be based on Level of Effort (LOE), with reimbursement for approved, budgeted related expenses.
- CV with country experience listed, updated to no more than 3 months prior to proposal submission.
- Cover letter summarizing qualifications, rationale for inclusion in the consultant pool, and proposed daily rate.
- Written response addressing the requirements set out in this Scope of Work / ToR.

FHI 360 Disclaimers

- FHI 360 may perform a background check on any selected Consultant candidates.
- 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](#)