



HEALTH REFORM SUPPORT

**REQUEST FOR GRANT APPLICATIONS (RFA):
“DEVELOPMENT PHC CENTERS TO SERVE AS CENTERS OF EXCELLENCE”
RFA #: I**

A USAID /Ukraine FUNDED PROJECT

November 2018

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USAID Health Reform Support

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I SUMMARY

1.1 USAID Health Reform Support Project

The purpose of USAID's Health Reform Support is to support a transparent, accountable, and effective health care system that is capable of meeting the health needs of the Ukrainian people. Advancing health sector reforms, enhancing transparency, and tackling corruption will reduce out-of-pocket payments and improve access and availability of high quality, evidence-based health care services for Ukrainians. Elimination of corruption is a cross-cutting theme across all objectives to be achieved by this activity, which include:

1. Improve health sector governance.
2. Support the transformation of the healthcare financing model.
3. Strengthen the health workforce.
4. Enhance transparency, accountability and responsiveness of the health care system.
5. Improve service delivery system at all levels.

1.2 Request for Applications (RFA) Summary

Scope of Work: This solicitation requests applications from eligible USAID Health Reform Support Project partners to build the management capacity of primary health care (PHC) facilities and start disseminating best practices of applying new approaches to management among PHC facilities in Ukraine.

Applications should include a technical approach, with corresponding activities that will be undertaken to achieve the goals of the activities described in the detailed scope of work (SOW) specified in Section 3 of the RFA.

Period of Performance: The period of performance for the grants is approximately one (1) year, from January 15, 2019 to December 31, 2019. The application work plan and budget should reflect the period of performance. There may be an opportunity for continued funding for organizations that submit their deliverables on time.

Proposal Selection: All applications will be reviewed to check for eligibility and completeness of the submission. All eligible and complete applications will be reviewed by a Technical Selection Committee against the review criteria described in Section 6 Selection.

The minimum score to be considered for grant funding is 70 points out of the total 100 points. Applicants not selected for award will be notified by the project in writing.

Funding Range: Subject to the availability of funds, Deloitte intends to award up to 15 grants with a ceiling amount of \$18,000 USD per award. Funding for these grants will be subject to donor approval and availability of funds. Funding will be disbursed to the grantees in Ukrainian local currency (UAH).

Submission Deadlines: All applications must be submitted no later than 23:59 Ukraine local time (UTC + 02:00) on December 26, 2018. Questions should be received by close of business (COB) on December 5, 2018, and responses to questions will be provided by December 10, 2018.

The RFA has three Attachments that are relevant to the application development:

Attachment 1: Grant Application Form and Guidelines with attachments

Attachment 2: Budget Template

Attachment 3: Grant Applicants Handbook (including Grant Award template)

2 INSTRUCTIONS FOR APPLICANTS

2.1 General

- Entities invited to submit an application are under no obligation to do so.
- Applicants will not be reimbursed by USAID Health Reform Support Project for any costs incurred in connection with the preparation and submission of their applications.
- Applicants may submit only one application under this RFA# 1.
- For the purposes of interpretation of these instructions to applicants, the periods named herein shall be consecutive calendar days.
- USAID Health Reform Support Project reserves the right to conduct discussions once a successful application is identified, or to make an award without conducting discussions based solely on the written applications if it decides it is in its best interest to do so.
- USAID Health Reform Support Project reserves the right not to make any award.
- These instructions to applicants will not form part of the offer or grant award. They are intended solely to aid applicants in the preparation of their applications.

2.2 RFA Contact Information

USAID Health Reform Support Project Office

Attention: Olena Korduban

Address: 52A, B. Khmelnytskogo Str., 5th floor, 01030 Kyiv, Ukraine

Tel: +380 44 281 23 76

Email: grant@hrs.net.ua

2.3 Questions and Clarifications

- **Method:** Only written questions and requests for clarification will receive a response. Send questions about this RFA by email to the RFA Contact noted above.
- **Date for receipt:** All questions and requests for clarification must be received by close of business (COB) on December 5, 2018 to the email address noted above. Only questions received by this date will receive a response.
- **Responses:** By December 10, 2018, we anticipate providing responses to the requests for clarifications. All responses will be emailed to all applicants.
- An informational workshop (webinar) will be held on **December 4, 2018 at 15:00 local time** to clarify grant procedures and grant objectives. Registration can be requested via e-mail at grant@hrs.net.ua by **11:00 local time, December 4, 2018**.

2.4 Applications Due Date and Time

Closing Date: December 26, 2018

Closing Time: 23:59 Ukraine local time (UTC + 02:00)

2.5 Application Delivery Address

Proposal packages should be submitted through the Grants Portal (<https://usaid-hrs.fluxx.io>).

First time applicants will be required to register for an account and, upon approval, will receive an email notification with the necessary log-in credentials to access the portal.

The portal details submission instructions for completing a web-based application form and contains all required document and budget attachments to be included with the application.

2.6 Type of Award

The USAID Health Reform Support Project anticipates the award of 15 Fixed Amount Awards in response to this RFA# 1 with the ceiling amount of up to \$18,000 USD.

2.7 Submission Requirements

- **Language:** The application and all associated correspondence must be in English. However, applications submitted in Ukrainian will also be reviewed. Any award document resulting from this request will be in English.
- **Currency:** The cost must be presented in UAH.
- **Method:** Electronic copy
- **Marking:** USAID Health Reform Support Project, RFA # 1
- **Authorized Signer:** Application must be signed by a person duly authorized to submit an application on behalf of the applicant and to bind the applicant to the application.
- **Authorized Personnel.** Provide name, title, email, and telephone number of the person or persons in the entity who are authorized to discuss and accept a grant, if awarded.

2.8 Eligibility

To be eligible to apply for and receive funding under the USAID Health Reform Support Project, potential applicants must meet the following criteria:

Local non-governmental organizations (nonprofits) legally registered in Ukraine are eligible organizations for grant awards.

Additional eligibility criteria:

- The applicant is a PHC facility owned by a municipality/community/raion
- The applicant has been officially contracted by the National Health Service of Ukraine (NHSU) in the 1st and 2nd phases of contracting in 2018
- The total catchment population of the applicant is more than 30,000 people
- The number of signed declarations is over 45% of the total catchment population of the PHC facility
- The applicant is a PHC facility serving all age groups
- The organization has a functional financial system
- The organization's other relationships, associations, activities, and interests do not create a conflict of interest that could prevent full impartiality in implementation of the grant activities

Ineligible are:

- PHC facilities which at the time of applying have unsettled/unaddressed claims, law suits, investigations, other facts that may compromise or affect the facility's ability to fulfill obligations under the grant award
- Facilities under transformation/reconfiguration at the time of applying

- The applicant has not been officially contracted by the National Health Service of Ukraine (NHSU) in the 1st and 2nd phases of contracting in 2018
- Private healthcare facilities
- Private entrepreneurs

2.9 Application Conditions Precedent

All applications must be submitted in the specified format (see Section 4 Technical Application Contents). Any application submitted in any other format will not be considered. The applicant must also include all other supporting documentation (board resolution, articles of incorporation, etc.) as may be necessary to clearly demonstrate that it meets the following conditions precedent to application selection:

- That the applicant organization is an eligible organization legally constituted under Ukrainian law;
- That the applicant organization has the managerial commitment, as evidenced by written board of directors, resolutions, strategic plans (overall long-range plan for applicant's organization) or other documentation, indicating that it is, or will be, implementing the objectives referred above;
- That the applicant organization has no advances from USAID or a USAID contractor which have been outstanding and unliquidated for longer than 90 days, and that the applicant organization has no grant completion report required under a grant from USAID or a USAID contractor which is more than 30 days past due;
- That at the time of application there exists no condition within the applicant organization or with respect to the applicant organization's management which renders the organization ineligible for a grant directly or indirectly funded by USAID.

2.10 Late Applications

Applicants are wholly responsible for ensuring that their applications are received in accordance with the instructions stated herein. A late application will not be eligible for consideration and will be rejected without selection, even if it was late as a result of circumstances beyond the applicant's control. A late application will be considered only if the sole cause of its becoming late was attributable to USAID Health Reform Support Project, Deloitte, its employees or agents.

2.11 Modification/Withdrawal of Applications

Any applicant has the right to withdraw, modify or correct its offer after such time as it has been delivered to USAID Health Reform Support Project provided that the request is made before the offer closing date.

2.12 Disposition of Applications

Applications submitted in response to this RFA will not be returned.

3 STATEMENT OF WORK

3.1 Background

The health reform started with primary health care (PHC), which is the most important component from the point of view of the national health system and, unfortunately, the least developed in Ukraine. PHC facilities that first switched to a new financing model in 2018 have undergone a number of important strategic and operational transformations. Specifically, these facilities have been transformed into municipal nonprofit enterprises, they were connected to the eHealth system, they installed a medical information system and actively started a patient enrollment campaign, they upgraded equipment and physical assets, they implemented basic service requirements and, of course, they were contracted by the NHSU. However, regardless of the scope of transformations in PHC facilities, these changes are only a fundament for their effectiveness and patient orientation.

Unfortunately, nowadays there are practically no PHC facilities that could serve as Centers of Excellence in introducing new approaches to the provision of PHC services and facility management, which could provide training and knowledge sharing activities. Therefore, it was decided to award grants and provide methodology guidance during the first year of the new five-year USAID Health Reform Support (HRS) Project for the development of 15 PHC facilities selected on a competitive basis which will later become the Centers of Excellence and pioneers in introducing new management approaches in the context of health reform. The HRS Project activities will focus on building strategic and operational plans for the development of PHC facilities, implementing a patient-oriented model for the provision of PHC, ensuring financial sustainability of the facility, strengthening management and developing services, as well as on implementing a quality management and efficient communications system, and acquiring grant management skills. It is also expected that grant recipients will start a series of activities to disseminate their experience acquired during the project implementation at the regional and national level. The purpose of such activities will be to provide technical support to other PHC facilities for implementing similar approaches to facility management and the achievement of high-performance indicators.

3.2 Specific Statement of Work

Task 1. Build management capacity of PHC facilities

- Finalize and agree upon the project implementation plan
- Develop a strategic development plan
- Develop a facility performance monitoring and evaluation plan
- Analyze compliance of the physical assets of the facility with the standard list of equipment
- Develop a procurement plan for 2019
- Develop and approve tariffs for services
- Approve the network optimization plan for 2019-2021
- Develop a public health / healthy lifestyle promotion plan for 2019
- Develop and approve the financial plan for 2020
- Develop a health services quality management implementation plan
- Introduce new clinical protocols (guidelines)

- Develop and adopt TOR on advisory / trustee / supervisory boards, and start these boards at PHC facilities
- Introduce staff motivation system based on quality outcomes (making amendments in the collective agreement / developing a bonus procedure / other facility orders)
- Conduct at least one health promotion event for the general population
- Develop and approve the brand book of the facility

Task 2. Disseminate best practices of introducing new management approaches among PHC facilities in the oblast

- Make contract / sign MOU with medical educational institutions of the region
- Conduct at least one knowledge-sharing event for peers from the region / neighboring regions
- Participate in cross-assessment of the implementation of indicators by PHC facilities within the project implementation.

3.3 Milestones

N	Milestone Name	Expected Time of Completion
1	Creation and approval of the strategic development plan	February 2019
2	Development of the facility performance monitoring and evaluation plan and health services quality management implementation plan	March 2019
3	Introduction of staff motivation system based on quality outcomes	April 2019
4	Development of the public health / healthy lifestyle promotion plan for 2019 and execution of a health promotion event for the general population	May 2019
5	Development and approval of the financial and procurement plans for 2020	June 2019
6	Development and approval of the tariffs for services	August 2019
7	Development and approval of the network optimization plan for 2019-2021	September 2019
8	Development and signature of contract / MOU with medical educational institutions of the region, and delivery of at least one knowledge-sharing event for peers from the region / neighboring regions in order to disseminate the best practices for introducing new management approaches among PHC	December 2019

3.4 Grant Program Expected Results

Project Outcome:

As a result of the project implementation, 15 PHC facilities shall have technical and human resources capacity to serve as Centers of Excellence. These facilities shall conduct training activities for other PHC facilities of Ukraine and become health reform heralds.

Deliverables for each PHC facility:

1. Project implementation plan

2. PHC facility strategic development plan
3. Monitoring and evaluation plan
4. Tariffs for extra services developed and approved
5. Amendments to the financial plan and procurement plan for 2019 (if needed) approved
6. Financial plan and procurement plan for 2020 approved
7. The owner of the facility approved the network optimization plan for 2019-2021
8. Public health / healthy lifestyle promotion plan for 2019
9. Health services quality management implementation plan developed
10. New clinical protocols (guidelines) introduced and enforced
11. TOR on advisory / trustee / supervisory boards developed and adopted, and these boards started at PHC facilities
12. Staff motivation system based on quality outcomes (with quality outcomes tracking system for each service provider in place, and making amendments in the collective agreement / developing a bonus procedure / other facility orders)
13. At least one health promotion event for the general population conducted
14. Contract / MOU with medical educational institutions of the region signed
15. At least one knowledge-sharing event for peers from the region / other regions conducted
16. The brand book of the facility developed and approved

3.5 Additional conditions

The everyday activities of the grant recipient shall be supervised by the PHC Activity Manager of the USAID Health Reform Support Project. Written communication between a local partner and Deloitte is confidential.

4 TECHNICAL APPLICATION CONTENTS

All complete applications received by the deadline will be reviewed for responsiveness to the specifications outlined in the guidelines. USAID Health Reform Support Project may reject applications that are:

- Incomplete;
- Do not respond to the scope of work in the solicitation;
- Do not comply with the format requirements; or
- Are submitted after the deadline.

The application in response to this solicitation should be organized as follows:

A. Cover Page

Include all of the following information:

- Name, address, phone/fax number, and email of the organization
- Title of proposed project
- Name of contact person
- Duration of project
- Date submitted

B. Applicant Data (see Grant Application Form and Guidelines)

C. Technical Proposal (5 pages maximum)

Sections of the Attachment I Technical Proposal of the Grant Application Form and Guidelines should use the headings italicized below, in the following order:

1. PROJECT GOAL, OBJECTIVES AND GEOGRAPHIC FOCUS (HPC FACILITY BACKGROUND AND VISION OF THE CENTER OF EXCELLENCE) [maximum 1 pages]

Up to 1 pages.

Provide brief description of your PHC facility and key achievements in introducing changes at the primary care level (beyond the contractual requirements of the NHSU). Describe how you collaborate with local authorities, specialized care, civil society (NGOs, boards of trustees, etc.). Indicate whether you have experience of collaboration with international organizations and charitable foundations.

Provide brief description of a PHC facility as a Center of Excellence, its role and functions.

2. TECHNICAL STRATEGIES (ANALYSIS OF CURRENT SITUATION AND OPPORTUNITIES FOR FUTURE DEVELOPMENT AND SUSTAINABILITY AS A CENTER OF EXCELLENCE) [maximum 1,5 pages]

Up to 1,5 pages.

Make a list of and analyze strengths / weaknesses, threats and opportunities for the PHC facility as a Center of Excellence; (you may build a SWOT analysis table here).

Provide brief description of your vision of the sustainability of the PHC facility as a Center of Excellence.

3. PROJECT ACTIVITIES (WORK PLAN AND MILESTONES ON THE DEVELOPMENT OF A CENTER OF EXCELLENCE AT YOUR PHC FACILITY) [maximum 1,5 pages]

Up to 1,5 pages.

Briefly describe the objectives and activities, needed to accomplish the strategic plan and milestones for becoming the Center of Excellence. Mention how are you going to achieve the sustainability.

The working plan must deliver the milestones and ensure the requirements of its expected time of completion (see the table in Section 3.3).

Use a table (see template in annex A (GRANT ACTIVITY IMPLEMENTATION PLAN)) to indicate objectives and activities needed for making your PHC facility a Center of Excellence. Please note that the work plan activities should be linked to but not necessarily limited by the SOW of this RFA.

(For Fixed Amount Awards, budget is produced by milestones and fund disbursement is made based on verification of milestone completion. Grant activities will be monitored and evaluated against these milestones.)

4. COORDINATION AND COLLABORATION [maximum 0,5 pages]

Up to 0,5 pages.

Provide a letter confirming the willingness to provide available statistical and analytical data (and indicate availability/ non-availability of statistical data collection information systems) as an annex B.

Provide a letter of support from the facility owner as an annex B to the Technical Proposal.

Provide the copy of latest report to NHS (October 2018) as an annex B to the Technical Proposal.

5. ORGANIZATIONAL CAPACITY [maximum 0,5 pages]

Up to 0,5 pages.

Give a brief description of your team, opportunities and capacity to implement the project. What is your managerial approach?

Provide a project chart (with a list of project team members with the indication of their positions, roles and contact details) as an annex C.

Annexes (number of pages not limited)

ANNEX A – GRANT ACTIVITY IMPLEMENTATION PLAN

ANNEX B – REQUIRED LETTERS OF SUPPORT/CONFIRMING LETTERS/COPY OF THE LATEST REPORT TO NHS

ANNEX C – A PROJECT CHART

5 BUDGET CONTENTS

Budget and Payment Terms

The approximate budget for the grantee amounts up to \$18,000 USD. The budget items and associated payment terms and dates according to the milestones listed below will be finally defined based on the applicant's proposal and fixed in the grant award document.

Cost Share

To be eligible for a grant award, the applicants are expected to cost share the implementation of the proposed grant activity by a minimum of 10% of the total cost of the grant activity. Cost sharing is a requirement for all grants funded under the project.

Cost share contribution may be financial or in-kind and include any of the following:

- Labor to carry out grant activities;
- Payment of non-labor costs associated with grant activities;
- Leveraged funds from other sources (non-U.S. Government);
- Equipment and facilities;
- In-kind donations (including labor, volunteer labor, office space, conference space, etc.).

All costs shared by the applicant (both financial and in-kind) must meet all of the following criteria:

- Be verifiable in the Applicant records;
- Necessary and reasonable for proper and efficient accomplishment of grant activity objectives;
- Allowable under the applicable USAID regulations (see Attachment 4);
- Must not be included as cost share contributions for any other U.S. Government–assisted program; and,
- Must not be paid by the U.S. Government under another grant or agreement.

Sub-awards will not be allowed under the Grants Program.

Budget Content

The Applicant must:

- Include a detailed and realistic budget using the Excel template provided (see Attachment 2: Budget and Budget Notes). The budgets must be prepared in local currency (UAH) and should be based on activities described in the Attachment 1: Technical Proposal. Budget should not include costs that cannot be directly attributed to the activities proposed.
- Include detailed budget notes/clarification of calculation for each budget line item by milestones following the format of the template provided (see Attachment 2: Budget and Budget Notes). Supporting documentation to support cost data will be required prior to award of grants. However, these documents will not be required at the time of application submission.
- **Grant award funds can't be used for:**
 - Construction works
 - Major/small repairs
 - MIS support
 - Communication (phone /Internet)
 - Utilities/fuel
 - Other items not related to the grant implementation

All applicants must have the financial and administrative systems to adequately account for the grant funds as detailed in the extensive attachments and referenced U.S. Government websites.

Taxes

No taxes, fees, charges, tariffs, duties or levies will be paid under any Grants awarded from this RFA.

6 SELECTION

USAID Health Reform Support Project intends to award grants resulting from this solicitation to the responsible Grantees whose Application conforms to the solicitation and represents best value solutions after selection in accordance with the criteria/factors listed here.

The review criteria below are presented by major category so that Applicants will know which areas require emphasis in the preparation of Applications.

Application Selection Criteria	Points
Project Goal, Objectives and Geographic Focus (<i>PHC Facility background and vision of the Center of Excellence</i>)	15
Technical Strategies (<i>Analysis of current situation and opportunities for future development and sustainability as a Center of Excellence</i>)	25
Project Activities (<i>Work plan and Milestones</i>)	30
Coordination and Collaboration	5
Organizational Capacity	10
Budget, Budget Notes and Cost Reasonableness	15
Total points	100

Technical Proposal

USAID Health Reform Support Project will evaluate each technical approach quantitatively based upon the review criteria set forth above. A technical proposal can be categorized as unacceptable when it is incomplete, does not respond to the scope, does not comply with the format requirements or is submitted after the deadline.

Budget

The proposed budget will be analyzed as part of the application selection process. Applicants should note that Budgets must be sufficiently detailed to demonstrate reasonableness and completeness, and that applications including budget information determined to be unreasonable, incomplete, or based on a methodology that is not adequately supported may be judged unacceptable.

- 1) **Reasonableness.** USAID Health Reform Support Project will make a determination of reasonableness based on USAID Health Reform Support Project's experience for similar items or services, what is available in the marketplace, and/or other competitive offers.
- 2) **Completeness.** A detailed line item budget, budget notes, assumptions, and schedules that clearly explain how the estimated amounts were derived must adequately support the applicant's budget. USAID Health Reform Support Project may request additional supporting information to the extent necessary to determine whether the costs are fair and reasonable.

7 REFERENCES, TERMS & CONDITIONS

7.1 References (choose from the list below as applicable)

- The U.S. Government regulations that govern this grant as found at the following websites:
<http://www.usaid.gov/sites/default/files/documents/1868/303.pdf>
<https://www.acquisition.gov/far/html/FARTOCP31.html>
https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl
- Required provisions for Simplified and Standard Grants to Non-U.S. Non-Governmental Organizations: <http://www.usaid.gov/ads/policy/300/303mab>.
- Required Standard Provisions for U.S. Non-governmental organizations: <http://www.usaid.gov/ads/policy/300/303maa>
- Required Provisions for a Fixed Amount Awards to Non-Governmental Organizations:
(1) Mandatory Provisions from: <https://www.usaid.gov/ads/policy/300/303mat>.
(2) Include ONLY the applicable “Required, As Applicable” provisions from: <https://www.usaid.gov/ads/policy/300/303mat>.

7.2 Terms and Conditions

- Issuing this RFA is not a guarantee that a grant will be awarded.
- Deloitte reserves the right to issue a grant based on the initial selection of offers without discussion.
- Deloitte may choose to award a grant for part of the activities in the RFA.
- Deloitte may choose to award a grant to more than one recipient for specific parts of the activities in the RFA.
- Deloitte may request from short-listed grant applicants a second or third round of either oral presentations or written responses to a more specific and detailed scope of work that is based on a general scope of work in the original RFA.
- Deloitte has the right to rescind an RFA, or rescind an award prior to the signing of a contract due to any unforeseen changes in the direction of Deloitte's client (the U.S. Government), be it funding or programmatic.
- Deloitte reserves the right to waive any deviations by organizations from the requirements of this solicitation that in Deloitte's opinion are considered not to be material defects requiring rejection or disqualification, or where such a waiver will promote increased competition.

Grant Agreement

A grant agreement will include the approved project description, approved budget, payment terms, reporting requirements and relevant provisions. Once executed, it is a legally binding agreement between Deloitte (on behalf of the USAID Health Reform Support Project) and the recipient organization. Once the grant agreement is signed, it cannot be modified without prior written approval from Deloitte (on behalf of the USAID Health Reform Support Project).

Grant Disbursement and Financial Management

Recipients of grant funds will need to open a separate bank account before any funds are transferred from Deloitte. The grants will be disbursed in local currency and transferred only through bank transactions.

Reporting

The grant agreement will detail the reporting requirements. Recipients must be willing to adhere to the reporting schedule and requirements for both programming activities and financial monitoring.

Monitoring

USAID Health Reform Support Project staff will monitor programmatic performance. Deloitte and USAID reserve the right to review finances, expenditures and any relevant documents at any time during the project period and for three years after the completion of the project and closeout. All original receipts must be kept for three years after the formal closeout has been completed.

Late Submissions, Modifications and Withdrawals of Applications

At the discretion of Deloitte, any application received after the exact date and time specified for the receipt may not be considered unless it is received before award is made and it was determined by Deloitte that the late receipt was due solely to mishandling by Deloitte after receipt at its offices.

Applications may be withdrawn by written notice via email received at any time before award. Applications may be withdrawn in person by a vendor or his authorized representative, if the representative's identity is made known and the representative signs a receipt for the application before award.

False Statements in Offer

Vendors must provide full, accurate and complete information as required by this solicitation and its attachments.

Certification of Independent Price Determination

(a) The offeror certifies that--

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror, including but not limited to subsidiaries or other entities in which offeror has any ownership or other interests, or any competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror, including but not limited to subsidiaries or other entities in which offeror has any ownership or other interests, or any competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated or competitive solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern or individual to submit or not to submit an offer for the purpose of restricting competition or influencing the competitive environment.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory--

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or application, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or

(2) (i) Has been authorized, in writing, to act as agent for the principals of the offeror in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; (ii) As an authorized agent, does certify that the principals of the offeror have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and (iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) Offeror understands and agrees that --

(1) violation of this certification will result in immediate disqualification from this solicitation without recourse and may result in disqualification from future solicitations; and

(2) discovery of any violation after award to the offeror will result in the termination of the award for default.

Standard Provisions

Deloitte is required to respect the provisions of the United States Foreign Assistance Act and other United States laws and regulations. The USAID Project Health Reform Support Grant Program will be administered according to Deloitte's policies and procedures as well as USAID's regulations for Non-U.S. Governmental Recipients or USAID's regulations for U.S. Non-Governmental Recipients. These include:

1. Implementing Partner Notices (IPN) registration

Applicant acknowledges the requirement to register with the IPN portal if awarded a grant resulting from this solicitation and receive universal bilateral amendments to this award and general notices via the IPN portal. The IPN Portal is located at <https://sites.google.com/site/usaidipnforassistance/> Detailed steps are given under the article M9 of the Mandatory Standard Provisions for Fixed Amount Awards to Non-Governmental Organizations from ADS 303mat, which is annexed to this RFA.

2. Indirect rates

Indirect rates such as fringe, overhead, and general and administrative (G&A) that have not been approved by a U.S. Government agency in a NICRA (Negotiated Indirect Cost Rate Agreement) may not be charged to this award. All costs charged to the project shall be directly related to the project's implementation.

3. Activities that will not be considered for funding

In keeping with the conditions above, programs that fall within the following categories or indicate they might participate in any one of the following shall be automatically disqualified:

- Activities related to the promotion of specific political parties.
- Construction.
- Distribution of emergency/humanitarian assistance or funds.
- Religious events or activities that promote a particular faith.
- For-profit business activities that benefit a small select group, rather than providing increased opportunities to the larger community.
- Unrelated operational expenses.

4. Prohibited Goods and Services

Under no circumstances shall the Recipient procure any of the following under this award, as these items are excluded by the Foreign Assistance Act and other legislation which govern USAID funding. Programs which are found to transact in any of these shall be disqualified:

- Military equipment;
- Surveillance equipment;
- Commodities and services for support of police or other law enforcement activities;
- Abortion equipment and services;
- Luxury goods and gambling equipment; and
- Weather modification equipment.

5. Restricted Goods

The following costs are restricted by USAID and require prior approval from Deloitte and USAID:

- Agricultural commodities;
- Motor vehicles;
- Pharmaceuticals;
- Pesticides;
- Fertilizer;
- Used equipment; and
- U.S. Government-owned excess property.

6. Certifications for Non-US Non-Governmental Recipients

The following Standard Grant & Subcontractor Certifications are required by Deloitte and USAID:

- Assurance of Compliance with Laws and Regulations Governing nondiscrimination in Federally Assisted Programs (This assurance applies to Non-U.S. Governmental Organizations, if any part of the program will be undertaken in the U.S.);
- Certification Regarding Lobbying (22 CFR 227);
- Prohibition on Assistance to Drug Traffickers for Covered Countries and Individuals (ADS 206, Prohibition of Assistance to Drug Traffickers);
- Certification Regarding Terrorist Financing;
- Certification of Recipient;
- Compliance with Anticorruption Laws.
- A completed copy of Representation by Organization Regarding a Delinquent Tax Liability or a Felony Criminal Conviction; and
- Certification Regarding Trafficking in Persons