



SOCIETY FOR FAMILY HEALTH (SFH) RWANDA

P.O BOX: 3040, Kigali –Rwanda; Located in Kicukiro District- Gahanga Sector, Nunga Cell, Road Opposite Gahanga market on KK15RD - KK 52 AVENUE.

REQUEST FOR PROPOSALS (RFP) IN AN OPEN INTERNATIONAL COMPETITIVE SELECTION OF AN INDIVIDUAL CONSULTANT FOR A MALARIA GENOMICS AND BIO INFORMATICS EXPERT, under project entitled “Rwanda Malaria Molecular Surveillance Project”.

RFP Ref. N^o: 015/ MALARIA GENOMICS AND BIO INFORMATICS CONSULTANT /SFH/2026

The **Society for Family Health (SFH Rwanda)** is seeking to contract a qualified consultant with proven expertise in Malaria Genomics and Bioinformatics.

Eligible and interested candidates are invited to submit both their technical and financial proposals based on a complete set of bidding tender package documents requirement that is available to interested Bidders at SFH Rwanda reception at the above address in Gahanga or request for bid documents by email through procurement@sfhrwanda.org.

Tender Bids must be submitted ONLY by email to: tenders@sfhrwanda.org before the submission deadline of **2nd October 2026, at 11:00am local time** and public Email opening of submitted bids on the same date of **2nd October 2026, at 11:30am local time** in SFH Rwanda Conference Room at Gahanga – Nunga Cell, Road Opposite Gahanga market on KK15RD - KK 52 AVENUE or

In case of need for guidance for directions regarding the Location of SFH Rwanda Offices in Gahanga, call mobile Telephone: +250 0788305685.

Late Bids will be rejected, and Bids will be opened in a public session in the presence of the interested Bidders designated representatives. Tender packages are down loadable from SFH Rwanda official website; www.sfhrwanda.org.rw/tendernotices

Done at Kigali, **11th September 2026**

Janepher TURATSINZE
Chief Operating Officer



TERMS OF REFERENCES FOR HIRING A MALARIA GENOMICS AND BIOINFORMATICS EXPERT

1. INVITATION TO SUBMIT PROPOSALS

SFH Rwanda as an Issuing Entity, in partnership with the Rwanda Biomedical Centre (RBC) as a Technical Partner/Client, invites qualified and experienced international individual consultants to submit proposals for the provision of specialized consultancy services as a Malaria Genomics and Bioinformatics Expert under the Rwanda Malaria Molecular Surveillance Project for an Assignment Duration of Twelve (12) months.

The assignment will support the establishment and strengthening of sustainable national capacity for malaria genomic surveillance, including laboratory procedures, sequencing, bioinformatics, genomic analysis, interpretation and knowledge transfer to national personnel.

Interested consultants shall submit a Technical Proposal and a separate Financial Proposal in accordance with this RFP. Proposals will be evaluated using the criteria and procedure set out where the Selection Method is a Quality and Cost-Based Selection (QCBS) scored at 70% Technical and 30% Financial score.

Contract Type: Time-Based Consultancy Contract Working on specific hours per month and Remotely and on sites.

2. BACKGROUND

The Rwanda Biomedical Centre (RBC), with support from the Gates Foundation and in partnership with the Society for Family Health Rwanda (SFH), is implementing the Rwanda Malaria Molecular Surveillance (MMS) Project to strengthen national capacity for malaria molecular and genomic surveillance and generate evidence to inform malaria control and elimination.

RBC seeks to engage an experienced Genomics and Bioinformatics Expert with an internationally recognized track record in *Plasmodium falciparum* population genomics, malaria genomic surveillance, antimalarial drug-resistance surveillance, parasite population structure, transmission dynamics and genomic epidemiology. The Consultant will provide specialized technical assistance to establish and optimize laboratory, sequencing and bioinformatics workflows and transfer technical skills to the national team to enable sustainable in-country genomic surveillance capacity.

3. OBJECTIVE OF THE ASSIGNMENT

The overall objective is to establish and strengthen sustainable national capacity for malaria genomic surveillance, including laboratory procedures, sequencing, bioinformatics, genomic analysis and interpretation of findings for malaria program decision-making.

4. SCOPE OF SERVICES]

- Establish and optimize workflows for parasite DNA extraction, quality assessment, PCR/amplification where appropriate, library preparation, sequencing and sequencing quality control.
- Develop and document laboratory SOPs, quality-assurance procedures, sample tracking and troubleshooting systems.
- Develop, optimize and maintain automated Bash/Python/R pipelines for quality control, alignment, variant calling (SNPs, Indels and Copy Number Variations) and population-genetics modelling of Plasmodium parasites.
- Support genomic analyses of *P. falciparum*, including antimalarial drug-resistance markers, genetic diversity, population structure, relatedness, connectivity and transmission dynamics, as appropriate.
- Conduct spatial and temporal genomic epidemiology analyses to map parasite transmission networks, connectivity and vector-host-parasite genomic interactions.
- Support interpretation of genomic findings and their translation into malaria surveillance reports, policy briefs and programme recommendations.
- Provide hands-on training, mentorship and competency assessment to designated RBC/MMS personnel.
- Develop user manuals, workflow documentation, training materials and troubleshooting guides to support continued national implementation.
- Provide technical recommendations on equipment, software, data management, quality assurance and sustainability of malaria genomic surveillance.
- Contribute technical expertise to scientific reports, presentations, manuscripts and other approved dissemination outputs.

5. EXPECTED DELIVERABLES

No.	DELIVERABLE	INDICATIVE TIMING
1	Inception report and agreed implementation/work plan.	Within 15 days of contract signature.
2	Functional and documented malaria genomic laboratory and sequencing workflows.	As agreed in the approved work plan.
3	Validated sequencing and quality-control procedures.	As agreed in the approved work plan.
4	Reproducible and documented bioinformatics pipelines and analyses.	Throughout the assignment.
5	Laboratory and bioinformatics SOPs, manuals and workflow documentation.	Progressively, with final consolidated package.
6	Hands-on training and mentorship of designated MMS/NRL personnel.	Throughout the assignment.
7	Competency assessment report demonstrating knowledge and skills transfer.	Following training/mentorship activities.
8	Genomic surveillance analyses and interpretation using MMS data, where available.	As data become available and according to the work plan.
9	Technical/progress reports documenting activities, outputs, challenges and recommendations.	Periodic and final.
10	Final handover and sustainability package enabling the national team to continue the established workflows.	At completion of the assignment.

6. QUALIFICATIONS AND EXPERIENCE

- Having a PhD in Genomics, Bioinformatics, Molecular Biology, Genetics, Computational Biology, Microbiology or in another closely related field.
- At least five (5) years of demonstrated professional and/or research experience in Plasmodium falciparum genomics, malaria genomic surveillance, population genomics, genomic epidemiology or closely related areas.
- Demonstrated expertise in malaria sequencing and bioinformatics.
- Strong experience in antimalarial drug-resistance genomics and population-genomic analysis.
- Experience with genomic epidemiology, parasite population structure, genetic diversity and transmission/connectivity analysis.
- Strong proficiency in Linux/Unix environments and practical competency in relevant scripting/statistical environments, including Python/Perl and R/Matlab, with reproducible bioinformatics pipeline development skills.
- Demonstrated experience in training and mentoring laboratory scientists and bio informaticians.
- Strong scientific writing, communication and analytical skills.
- Experience working with malaria genomic surveillance programs in Africa is highly desirable.
- Relevant scientific publications, technical reports or other evidence of recognized expertise will be considered.

7. IMPLEMENTATION MODALITY AND PLACE OF PERFORMANCE

The consultancy will be implemented through a combination of on-site technical support in Rwanda and remote engagement, as required, based on project needs and priorities and in coordination with RBC and SFH Rwanda. The Consultant shall be available for agreed missions, laboratory activities, training, meetings and technical reviews.

Any travel required for the assignment shall be undertaken only when authorized in writing by SFH Rwanda and/or RBC and shall be governed by the applicable contract terms.

8. DURATION AND REPORTING

The assignment is expected to run for twelve (12) months from the effective date of the contract, subject to satisfactory performance and availability of project funds.

The Consultant will report to the designated Principal Investigator at RBC through the Technical Focal Point at SFH Rwanda and will coordinate with relevant academic institutions and project partners. Regular progress updates and formal deliverables shall be submitted in accordance with the approved work plan.

9. PROCUREMENT AND SELECTION PROCEDURE

This procurement shall be conducted as an International Competitive Selection of an Individual Consultant using Quality and Cost-Based Selection (QCBS). The procedure is designed to provide equal opportunity to eligible international consultants, ensure transparent evaluation and obtain the best combination of technical quality and cost.

The procurement shall follow the principles of fairness, transparency, confidentiality, equal treatment, non-discrimination, value for money, integrity and avoidance of conflicts of interest, together with applicable SFH Rwanda and donor requirements.

9.1 Eligibility

- Participation is open to qualified individual consultants of any nationality, subject to applicable eligibility restrictions.
- The Consultant must not be subject to sanctions, debarment, suspension or other procurement ineligibility by SFH Rwanda, the relevant donor or an applicable competent authority.
- The Consultant shall disclose any actual, potential or perceived conflict of interest.
- The Consultant must have legal capacity to enter into and perform the proposed consultancy contract.
- Where the Consultant is required to register for tax or other statutory purposes in Rwanda, such registration shall be completed in accordance with applicable law before commencement of activities or as otherwise required by the contract.

9.2 Clarifications and Amendments

Prospective consultants may request clarification in writing through procurement@sflhrwanda.org by the deadline stated in the RFP Data Sheet. SFH Rwanda may issue written clarifications and/or addenda to all consultants who have received the RFP or through the official channel used for publication.

No oral statement shall modify the RFP. Any amendment to the RFP shall be issued in writing and shall form part of the solicitation documents.

10. PROPOSAL CONTENT AND FORMAT

10.1 Technical Proposal – maximum 20 pages, excluding CV and supporting evidence

- Signed Letter of Submission/Technical Proposal.
- Understanding of the assignment and statement of the key issues to be addressed.
- Proposed methodology and technical approach, including laboratory, sequencing, bioinformatics, quality assurance and data-analysis approach.
- Detailed work plan and indicative level of effort.
- Approach to training, mentorship, competency assessment and knowledge transfer.
- Risk management, quality assurance and sustainability approach.
- Relevant assignment references and evidence of comparable work.
- Summary of Curriculum Vitae demonstrating qualifications and relevant experience.
- Copies of academic and professional credentials and evidence of relevant assignments/publications, where applicable.

10.2 Financial Proposal

- Signed Financial Proposal.
- Professional fees, clearly stating the proposed daily/monthly rate and estimated level of effort.
- Travel and reimbursable expenses, if applicable, separately identified.
- Any applicable taxes and statutory charges, clearly identified.

- Currency of proposal: Rwandan Francs (RWF) or in US Dollars currency expressly permitted in the RFP Data Sheet. Where foreign currency is permitted, the evaluation exchange-rate methodology shall be converted based on the average exchange rate currency converter from the National Bank of Rwanda stated as per the last date of bid submission.
- All assumptions, exclusions and payment conditions shall be clearly stated.

10.3 Required Administrative/Eligibility Documents for Prequalification (PASS/FAIL) Criteria

- Signed proposal submission letter.
- Copy of valid passport or National identity document.
- Proof of Tax Identification / Residence: Tax Identification Number (TIN) or official certificate of tax residency from the home country.
- Proof of payment of a non-refundable fee of fifty thousand Rwandan francs (**50,000 RWF**) paid into:
 - Bank Name: Access Bank (Rwanda) Ltd
 - Account Name: SOCIETY FOR FAMILY HEALTH RWANDA
 - **Account Number: 1002190101953001**
 - **in RWANDA FRANCS -RWF**

Alternatively, a non-refundable fee of Thirty-Five (**35USD**) will be paid into the following account:

- Bank Name: Access Bank (Rwanda) Ltd
- Account Name: SOCIETY FOR FAMILY HEALTH RWANDA
- **Account Number: 1002190201953002**
- **in US Dollars**

11. SUBMISSION OF PROPOSALS

Technical and Financial Proposals shall be submitted together in one email thread by email through: tenders@sfhrwanda.org and shall be clearly identified as:

RFP CONSULTANCY FOR A MALARIA GENOMICS AND BIO INFORMATICS EXPERT

RFP Ref. NO: 015/ MALARIA GENOMICS AND BIO INFORMATICS CONSULTANT /SFH/2026

The submission shall be in English and shall be received by SFH Rwanda by email stated in the RFP Data Sheet no later than the stated deadline, NO HARD COPIES WILL BE ACCEPTED ONLY by an electronic submission channel expressly authorized in the RFP Data Sheet, the Consultant shall follow the specified file naming and transmission requirements.

Late proposals shall not be accepted and the Consultant shall be responsible for ensuring timely delivery, regardless of the method of transmission.

12. RFP DATA SHEET

ITEM	REQUIREMENT
Procuring Entity	Society for Family Health Rwanda (SFH Rwanda)
Technical Partner/Client,	Rwanda Biomedical Centre (RBC)
Project	Rwanda Malaria Molecular Surveillance Project
Assignment	Malaria Genomics and Bioinformatics Expert
Procurement Method	International Competitive Selection (ICS) – Individual Consultant
Selection Method	QCBS – 70% Technical / 30% Financial
Contract Duration	12 months
Proposal Language	English
Proposal Validity	90 calendar days from the submission deadline, unless amended by addendum
RFP Reference	NO: 015/ Malaria Genomics and Bio Informatics Consultant /SFH/2026
Clarification Deadline	2 days before final submission deadline
Proposal Submission Deadline	2 nd October 2026, at 11:00am local time
Submission Format Allowed	tenders@sflrwanda.org
Proposal Opening	Both Technical and Financial proposals shall be opened after the submission deadline in accordance with the applicable SFH procedure on 2 nd October 2026, at 11:30am local time in SFH Rwanda Conference Room at Gahanga
Procurement Contact	procurement@sflrwanda.org Tel: +250 788 305 685

13. EVALUATION AND SELECTION

Evaluation shall be conducted in stages. Only proposals that satisfy the mandatory administrative/eligibility requirements under above (**Article 10.3: Required Administrative/Eligibility Documents Criteria**) shall proceed to technical evaluation.

13.1 Administrative and Eligibility Compliance – Pass/Fail

The evaluation committee shall verify the required eligibility and administrative documents. Missing or materially non-compliant mandatory documents may result in disqualification, subject to the applicable procurement rules concerning clarification of minor omissions.

13.2 Technical Evaluation – 70%

No.	TECHNICAL CRITERION	RAW POINTS
1	Academic qualifications and relevance of education	10
2	Professional/research experience in Plasmodium falciparum genomics, malaria genomic surveillance, population genomics and related areas (minimum 8 years)	20
3	Relevant malaria genomics/sequencing/bioinformatics assignments and demonstrated senior-level experience on comparable projects (at least 3 comparable assignments)	15
4	Antimalarial drug-resistance and population genomics expertise	8
5	Genomic epidemiology, transmission dynamics, population structure and connectivity analysis	7
6	Bioinformatics programming, Linux/Unix and reproducible pipeline development	8
7	Training, mentoring, competency assessment and national capacity building	5
8	African malaria genomic surveillance experience	5
9	Scientific publications, technical reports and communication	4
10	Understanding, methodology, work plan, quality assurance and sustainability approach	18
	TOTAL TECHNICAL SCORE AT 100% TO BE CONVERTED TO 70 MARKS	100

Technical score conversion: $T_s = (\text{Consultant's Raw Technical score} / 100) \times 70$.

13.3 Financial Evaluation – 30%

Financial proposals shall be scored after evaluation of the technical proposals. The financial evaluation shall verify arithmetic accuracy, completeness, tax treatment and reasonableness of the proposed costs.

The lowest evaluated financial proposal shall receive 100 financial points. Other financial proposals shall receive points using:

$F_s = (\text{Lowest Evaluated Financial Price} / \text{Consultant's Evaluated Financial Price}) \times 100$.

The weighted financial score shall be: $F_w = F_s \times 30\%$.

The combined score shall be: Combined Score = Technical Weighted Score + Financial Weighted Score.
The consultant with the highest combined score shall be recommended for award, subject to successful negotiations where applicable and all required approvals.

FINANCIAL PROPOSAL FORM

Each Consultant shall provide a clear and itemized financial proposal using the following structure:

Cost item	Unit	Quantity / Level of Effort	Unit rate	Total	Tax treatment / remarks
Professional consultancy fees	Day/Month	[Insert]	[Insert]	[Insert]	[Insert]
Approved travel	Trip	[Insert]	[Insert]	[Insert]	[Insert]
Approved accommodation/per diem	Day	[Insert]	[Insert]	[Insert]	[Insert]
Other approved reimbursable	As applicable	[Insert]	[Insert]	[Insert]	[Insert]
TOTAL EVALUATED FINANCIAL PROPOSAL				[Insert]	

I certify that the information contained in this Financial Proposal is complete and accurate and that the proposed rates will remain valid for the proposal validity period stated in the RFP.

14. FINANCIAL OFFER, TAXES AND CURRENCY

The Financial Proposal shall state professional fees that are inclusive of applicable taxes. The Consultant shall comply with Rwandan tax requirements applicable to the assignment.

SFH Rwanda shall apply withholding tax and other statutory deductions as required by law in the contract by showing transparent tax disclosure based on the consultant's tax obligations.

A foreign-currency financial proposal is permitted only in US Dollars, all proposals shall be converted into a common evaluation currency using the exchange rate and source specified in the RFP Data Sheet.

15. NEGOTIATIONS

Following evaluation and approval of the recommended consultant, SFH Rwanda may invite the highest-ranked consultant to negotiations on the work plan, level of effort, deliverables, payment schedule, contract conditions and other non-material contractual matters.

Negotiations shall not be used to substantially alter the scope of the assignment or undermine the integrity of the competitive process. If negotiations with the highest-ranked consultant fail, SFH Rwanda may, subject to applicable procurement rules and approvals, invite the next-ranked consultant.

16. CONTRACT AWARD AND NOTIFICATION

Award shall be subject to availability of funds, donor/project approvals, satisfactory completion of any required negotiations and SFH Rwanda's internal approval procedures.

SFH Rwanda shall notify the successful consultant and inform unsuccessful consultants of the outcome in accordance with the applicable procurement procedure.

Where a seven (7) calendar-day challenge/standstill period applies, the contract shall not be signed until that period has elapsed without a valid challenge, unless the applicable procurement rules provide otherwise.

17. BID/PROPOSAL VALIDITY AND EXTENSION

Proposals shall remain valid for ninety (90) calendar days from the submission deadline, unless another period is stated in the RFP Data Sheet. SFH Rwanda may request an extension in writing. A consultant may refuse an extension without penalty, unless otherwise required by the applicable procurement rules.

Any extension of proposal validity shall not permit substantive modification of the proposal except as expressly permitted by the procurement procedure.

18. REJECTION, CANCELLATION OR NON-AWARD

SFH Rwanda reserves the right, subject to applicable procurement rules, to reject any or all proposals, cancel or suspend the procurement, or decline to award a contract where justified by procurement, technical, financial, donor or operational considerations.

Possible grounds include material non-responsiveness, failure to meet the minimum technical threshold, inadequate competition, unavailability of funds, prices that are not reasonable or exceed the approved budget and cannot be satisfactorily resolved, material changes in project requirements, integrity concerns, conflict of interest, or other circumstances permitted by the applicable procurement rules.

SFH Rwanda is not obliged to select the lowest-priced proposal; selection shall be based on the stated evaluation methodology.

19. PRICE VERIFICATION / CLARIFICATION

SFH Rwanda may request clarification or verification of financial information where necessary to confirm arithmetic accuracy, completeness, reasonableness or value for money. Any such verification shall be conducted consistently and shall not permit an unfair alteration of the proposal.

20. INTEGRITY, ANTI-FRAUD AND CONFLICT OF INTEREST

- The Consultant shall comply with applicable anti-fraud, anti-corruption, safeguarding, sanctions and ethical requirements of SFH Rwanda and relevant project/donor requirements.
- The Consultant shall disclose any actual, potential or perceived conflict of interest before submission and throughout the procurement and contract period.

- The Consultant shall not engage in collusion, coercion, obstruction, fraud, corruption, bribery or any other prohibited practice.
- SFH Rwanda may verify references, credentials, publications, previous assignments and other information submitted in the proposal.
- False, misleading or materially incomplete information may result in rejection, termination or other remedies available under the applicable rules and contract.

21. CONFIDENTIALITY, DATA PROTECTION AND INTELLECTUAL PROPERTY

The Consultant shall maintain confidentiality of all project, laboratory, genomic, patient-related, operational and other protected information obtained during the assignment. Data shall be handled only for authorized project purposes and in accordance with applicable data-protection, research-ethics and institutional requirements.

Ownership and permitted use of reports, SOPs, pipelines, training materials, datasets, documentation and other outputs shall be governed by the consultancy contract. The Consultant shall ensure that any third-party software, datasets or materials used are properly licensed and disclosed.

22. PAYMENT TERMS

Payments shall be linked to satisfactory completion and acceptance of agreed deliverables and shall be made in accordance with the final contract. A detailed payment schedule can be proposed by the consultant in the bid that shall be finalized and agreed during contracting.

The current project arrangement may use task orders or Local Purchase Service Orders where appropriate. Any such mechanism shall be defined in the contract and shall not create an obligation for SFH Rwanda to order a minimum volume of services unless expressly stated.

Payments shall be supported by the required invoice, accepted deliverable and any applicable tax documentation.

23. RESPONSIBILITIES OF THE CONSULTANT

- Perform the services professionally, diligently and in accordance with recognized international standards applicable to malaria genomics, bioinformatics and genomic surveillance.
- Provide qualified personnel and remain personally responsible for the quality of work where the contract is with an individual consultant.
- Maintain accurate records of activities, analyses, training and outputs.
- Promptly disclose material risks, delays, data-quality issues or other factors that may affect delivery.
- Protect confidential information and comply with applicable laboratory, biosafety, research and data-management requirements.
- Transfer knowledge and ensure that deliverables are sufficiently documented for national teams to use and maintain.

24. RESPONSIBILITIES OF SFH/RBC AS CLIENTS

- Provide reasonable access to relevant project information, personnel, facilities and datasets, subject to applicable approvals and confidentiality requirements.
- Designate technical focal points and facilitate coordination with relevant institutions.
- Review and provide feedback on deliverables within reasonable time.
- Facilitate approved on-site activities and project coordination.
- Process payments in accordance with the signed contract and satisfactory deliverable acceptance.

25. PROPOSAL SUBMISSION INSTRUCTIONS – FINAL

Interested consultants shall submit the following documents by email to: tenders@sfhrwanda.org

- One (1) signed Technical Proposal and signed Financial Proposal combined in a single unseparated document.
- Required administrative/eligibility documents.
- All documents shall be in English.

HOW TO APPLY: Submission and Contact Information

Interested Bidders should submit their expressions of interest by email No later than the submission deadline of **2nd October 2026, at 11:00am**

Public opening of Emailed bids on the same date of **2nd October 2026**, at 11:30am local time in SFH Rwanda Conference Room at Gahanga – Nunga Cell, Road Opposite Gahanga market towards Gakinjoro site on KK15RD - KK 52 AVENUE.

Any Inquiry regarding this tender can be through only the contact email procurement@sfhrwanda.org or by Tel: 0788305685 for directions regarding office site location.

SFH Rwanda welcomes your bid in this competitive process,

Approved by:

Janeper TURATSINZE
Chief Operating Officer

