CALL FOR PARTICIPATION

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

MINI-GRANTS PROGRAMME
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 with medicines procurement. Starting from 2015, UNDP Ukraine is annually procuring a range of medicines and related medical products for the state budget funds as an emergency measure. With UNDP’s support and based on international practices, a national procurement entity at MoH has been gradually established.

The support provided by UNDP to the Ministry of Health also extends to: (i) assist MOH in the cost-efficient, transparent and timely procurement of medicines and medical products for the selected State Health Programmes; (ii) build the structural and human resource capacity for supply, planning, forecasting, and monitoring and evaluation for transparent and cost-effective procurement at MOH; (iii) progressively hand over procurement activities while supporting the procurement processes and procurement unit of MOH; (iv) support MOH further reform of the national procurement and quality assurance system and capacity development processes; (v) 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.

1.2 General information

UNDP supports the Government of Ukraine and non-governmental organizations in their efforts to protect the rights of most vulnerable patients in accessing more affordable medicines. To ensure transparency and efficient governance, UNDP has supported the development of two digital monitoring and stock management systems (E-Stock) and Eliky.in.ua. A professional digital stock management system E-Stock is being developed to fit into the ongoing reform process.

The system of online monitoring of medicines stock balance in warehouses Eliky.in.ua allows a real-time monitoring and access to information on medical supplies as one of the elements of the reform. This system aims to improve the public procurement process and allows effectively predict and plan the required purchases at the national and local levels. Now patients can receive information on what drugs are purchased at the budget cost and are available in the hospitals throughout the country.

As part of the effort to ensure the transparency of public procurement in Ukraine’s healthcare system and in order to ensure all citizens’ access to essential medicines and other medical products in Ukraine, UNDP provided grants on competitive basis to eight patients’ NGOs in 2017-18. As a results, two rounds of innovative public monitoring [competition] on the delivery, availability and use of medicines at local level were conducted in 8 oblasts of Ukraine (1 round – Lvivska, Poltavsk, Kharkivska and Cherkavsk on adult oncology and children hepatitis in 2017, 2 round – Chernihivska, Vinnytska, Dnipropetrovska and Zaporizhzhia on child oncology and adult hemophilia in 2018) The competition not only assessed efficiency of delivery of the procured medicine but also strengthened the capacity of the participating patients’ NGOs to conduct public monitoring of the procured medicine at local level.

In 2019 UNDP is planning to conduct the third round of the mini-grant programme on competitive basis with up to 6 grants to be awarded to patients’ NGOs throughout Ukraine. Potential grantees are encouraged to choose nosologies and regions for implementing projects. Preference will be given to the nosologies which have not been covered previously.

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

Main tasks:

1. Select one or several budgetary programmes (the list is attached) as well as a region/several regions where the monitoring will be undertaken (in case of a small sample, e.g. orphan diseases) and based on the UNDP methodology to formulate a public monitoring proposal.

2. Monitor the whole cycle of planning, delivery, availability and use of the medicines purchased by UNDP for the Ministry of Health and other levels of public procurement (oblast, rayon, hospital levels) for a specific programme or several programmes. The monitoring should address at least the following topics: which medical institutions 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 and distribution.

3. Study other issues relevant to the delivery and distribution of medicine (level of transparency, doctors’ and patients’ awareness on the availability of free medicine and usage of E-Liky.in.ua platform, best practices, etc.).

4. Develop set of findings and recommendations, and possible follow-up steps as a result of monitoring of the delivery of medicines purchased by UNDP for MOH in terms of availability and timeliness of life-saving medicines for patients.

Bids will be accepted until 8 September 2019.

Duration of grants: 2 months from the date of signing the agreement.

Maximum amount of the application: up to UAH 120,000 per grant.

UNDP will support up to 6 projects depending on the quality and efficiency of the proposed approach.

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 2 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 a strong 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.

The Applicants are expected to have established appropriate financial procedures and can properly accept and use funds provided under the grant.

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 – administrative expenses should not exceed 10% of total budget) 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 and other services directly related to project activities;
- Printing/copying services and office supplies;
- 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 necessary explanation of the chosen nosology/ies, chosen sample, region/s and budget) 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 or international partners.
7. Relevant analytical materials prepared by your organization.

Proposals need to be sent to: yuliia.radchenko@undp.org, anna.pylypchuk@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 volumee 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 8 September 2018. 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 and possible audits services.

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 not later than 8 December 2019
 Financial report for the whole period of the contract not later than 8 December 2019