



Clinton Health Access Initiative, Inc.

Request for Proposals

Request for Proposals (RFP) for the provision of Technical Assistance to the DOSTS/MINSANTE for the Implementation of Digital Health Products (MFL, Carte Sanitaire and CHWML)

Funded by: Bill & Melinda Gates Foundation

Date Issued: 22/05/2026

Ethical Conduct and Conflicts of Interest

In accordance with CHAI's [Global Code of Conduct](#) and [Conflict of Interest policy](#), CHAI is committed to conducting procurements with integrity and objectively selecting suppliers and vendors. CHAI maintains a zero-tolerance policy for acts including but not limited to collusion among vendors, submitting falsified bids, bribery, and/or other forms of fraud. Vendors engaging in such conduct will be disqualified from current and future opportunities. CHAI employees and others acting on CHAI's behalf are prohibited from accepting or asking for bribes, gifts, fees, or any other object of value or compensation related to doing business. Please contact ethics@clintonhealthaccess.org with any questions or concerns or to report any violations.

Summary of terms

A. Background

The Clinton Health Access Initiative, Inc. (CHAI) is a global health organization committed to saving lives and improving health outcomes in low- and middle-income countries by enabling the government and private sector to strengthen and sustain quality health systems. For more information, please visit www.clintonhealthaccess.org

The Clinton Health Access Initiative, Inc. (CHAI) invites interested and capable Independent Contractors to submit proposals to provide specialized technical assistance to the Directorate of Healthcare Organization and Health Technology (DOSTS) within the Cameroon Ministry of Public Health (MINSANTE), in support of the implementation of digital health products including: the Master Facility List (MFL), the Carte Sanitaire, and the Community Health Worker Master List (CHWML). Offerors are invited to submit proposals in response to this RFP in accordance with Section D, Instructions for Preparation of Proposal and Submission to CHAI.

This RFP does not obligate CHAI to make an award or fund an applicant, nor does it commit CHAI to reimburse for the costs incurred for proposal preparation. All costs related to proposal preparation must be borne by the offeror. CHAI will accept no fee for the submission of these applications. CHAI makes no representations or warranties and will not incur any liability under any law as to the accuracy, reliability, or completeness of the information contained in the RFP.

B. Proposal Dates and Requirements

The below table summarizes key dates in the RFP process. Offerors are expected to comply with these dates and deadlines. CHAI reserves the right to modify the dates at its discretion.

Milestone	Date and Time
RFP Released	22/05/2026
Deadline for Written Questions	7 days after publication of RFP
Answers for Questions Released	No later than Five (05) workdays after reception of questions
Proposals due	No later than fourteen (14) workdays after reception of this RFP, at 3:00 PM (Yaoundé time)
Estimated award	

1. Questions and Answers

All questions regarding this RFP must be submitted by the date above and in writing to: chaicameroonprocurement@clintonhealthaccess.org. Questions and CHAI responses will be circulated among those who have submitted questions. CHAI will only consider written requests for clarification. Only written answers from CHAI will be considered official and carry weight in the RFP process and subsequent evaluation. Answers or guidance received outside of the official channel from employees or representatives of CHAI will not be considered official information regarding this RFP.

2. Proposal Submission and Validity

All responses to this RFP must be submitted by the date and time above and must comply with the instructions below in Section D. Instructions and Preparation of Proposal and Submission to CHAI. Offers must be submitted to chaicameroonprocurement@clintonhealthaccess.org. Submissions should be labeled: "RFP for provision of Technical Assistance to the DOSTS/MINSANTE."

CHAI reserves the right to evaluate late offers at its discretion. By submitting this proposal, the offeror confirms that the proposal is valid for a period of 60 days.

3. Award

CHAI will examine the offers to determine if they are complete, comply with all the conditions of the RFP, and have been duly signed and are in general order. CHAI will select the offer that represents the best overall value. CHAI anticipates making one award to one entity; but reserves the right to make no award, or to make multiple awards.

C. Eligibility Requirements

Offerors must be legally authorized to work and provide services in Cameroon; A valid copy of a national identity document and professional credential must be provided with the offer submission. All offers must be submitted using Annex A below and must be signed by the offeror.

In addition to proof of identity, individual offerors must provide the following administrative and supporting documents: a valid national identity document, national unique identifier (NUI), academic credentials relevant to the scope of work, and a detailed curriculum vitae.

D. Instructions for Preparation of Proposal

Offerors are required to use the form in Annex A, below, to reply to this RFP. Failure to provide all the information required by the RFP or submitting an offer that does not respond to the RFP in all respects may result in the rejection or disqualification of the offer. The information that the respondent considers proprietary must be clearly marked as such. All such information will be treated confidentially and used by CHAI for evaluation purposes only.

1. Technical Proposal

Offerors are required to write a technical response to the scope of work in Section G, Scope of Work and Deliverables.

a) Technical Approach and Methodology (maximum 4 pages)

- Describe the offeror's approach to providing technical assistance to DOSTS in managing the three digital health products: MFL, Carte Sanitaire, and CHWML
- Explain the tools and platforms the offeror will use, including GIS software, health information platforms, and data collection tools
- Detail the methodology for data cleaning, georeferencing, GIS mapping, CHW registry design, and interoperability mapping
- Describe how the offeror will coordinate with DOSTS staff, regional health teams, and CHAI personnel

b) Work Plan (maximum 2 pages)

- Provide a draft work plan covering the full 9-month period of performance (June 2026 - March 2027)
- Show expected timelines and sequencing for each of the 13 deliverables
- Identify key dependencies, milestones, and potential risks

c) Capabilities Statement and Relevant Experience (maximum 3 pages)

- Describe the offeror's prior relevant experience with digital health projects, particularly in Cameroon or sub-Saharan Africa

- Highlight any prior collaboration with DOSTS, MINSANTE, or similar national health directorates
- Demonstrate familiarity with the MFL, Carte Sanitaire, and/or CHWML platforms in Cameroon

d) Key Personnel (maximum 1 page + CVs)

- Identify the key individual(s) who will perform the work and their specific roles
- Provide CVs highlighting: advanced training in computer applications, geomatics, or a related field; demonstrated GIS proficiency; technical expertise in MFL and Carte Sanitaire platforms; experience with platforms such as DHIS2, HERAMs, KoboCollect, ODK, and/or Superset/Tableau/Power BI

2. References

Offerors must complete the table in Annex A with past performance references for similar work. CHAI reserves the right to contact these references at any time.

3. Budget

The resultant award will be deliverables-based with monthly invoice submissions upon acceptance of defined outputs. Offerors must provide a detailed budget in XAF that includes:

- Professional fees expressed as an hourly rate, estimated hours per month, and monthly amount
- Total professional fees over the 9-month period
- Any applicable taxes (note: 11% applicable tax applies)
- Grand total including taxes

The budget must be accompanied by a brief cost narrative describing each line item and the assumptions made. No additional fees, taxes, or costs may be added post-award. The target maximum budget for this engagement is XAF 4,995,000 inclusive of all applicable taxes. Budgets must be submitted in XAF (Central African CFA Francs).

E. Evaluation Criteria and Negotiation

CHAI will make an award based on which proposal represents best value to CHAI. CHAI may award to a higher priced offeror if a higher technical evaluation justifies the additional cost. CHAI will use the following criteria to evaluate proposals:

Category	Criteria	Points
Technical Approach & Methodology	Clarity and rigor of proposed methodology for MFL data management, Carte Sanitaire georeferencing, and CHWML registry design Demonstrated understanding of interoperability requirements between MFL, DHIS2, and Carte Sanitaire platforms Feasibility and quality of the proposed Work Plan and timeline	30
Key Personnel Qualifications	Advanced degree in a relevant field (geomatics, computer applications, public health, or related) Demonstrated proficiency in GIS tools (QGIS and related platforms) Technical expertise in MFL and health mapping platforms (IASO, FASSI) Experience with DHIS2, KoboCollect, ODK, FOSA BOARD, HERAMs, and visualization tools (Superset, Power BI, Tableau)	25
Relevant Experience with	Prior direct experience working with DOSTS or MINSANTE on digital health projects (MFL, Carte Sanitaire, and/or CHWML)	25

DOSTS / MINSANTE	Existing familiarity with DOSTS data workflows, institutional context, and existing digital platforms in Cameroon Evidence of capacity to deliver under similar institutional arrangements in Cameroon or comparable LMIC context	
Past Performance	Quality and relevance of references submitted in Annex A Demonstrated track record of successful deliverable completion in digital health or GIS contexts	20
TOTAL		100

Offerors are expected to submit their best offer. CHAI reserves the right to hold further discussions, conduct negotiations, ask for additional information, or request clarifications before making an award. CHAI reserves the right to hold a best and final offer or competitive range stage prior to award. CHAI may, at its sole discretion, ask for offerors to conduct oral presentations.

F. Terms and Conditions of Resultant Agreement

Any agreement that results from this solicitation will be subject to CHAI's standard agreement terms and conditions. A copy is available upon request. For the purpose of this solicitation, please note that the following terms apply:

I. Confidentiality: Information which the offeror considers to be confidential or proprietary must be clearly marked as such. All such information is treated as confidential by CHAI for assessment purposes only. Should the offeror anticipate submitting confidential or propriety information to CHAI, please contact the POC for this procurement to request a copy of CHAI's standard NDA.

G. Scope of Work and Deliverables

1. Scope of Work

The Technical Assistant will provide specialized technical support to DOSTS across three interconnected digital health project areas: the Master Facility List (MFL), the Carte Sanitaire, and the Community Health Worker Master List (CHWML). The work is to be carried out in close collaboration with DOSTS staff, regional and district health teams, and CHAI Cameroon personnel.

1.1 Master Facility List (MFL)

The MFL is the authoritative national registry of all health facilities in Cameroon. The MFL registry has been developed, and it is online pending institutionalization. The Technical Assistant will:

- Support the review, cleaning, and standardization of existing health facility data in collaboration with regional and district health teams
- Develop and maintain data entry, validation, and update protocols to ensure continuous data accuracy
- Coordinate with DHIS2 administrators and other Health Information System (HIS) stakeholders to ensure interoperability between the MFL and national databases
- Support the institutionalization of a regular semi-annual data update cycle
- Document all data governance processes, workflows, and Standard Operating Procedures (SOPs)

1.2 Carte Sanitaire

The Carte Sanitaire provides a geographic representation of health service coverage and is a critical tool for health planning and resource allocation. The Technical Assistant will:

- Support the georeferencing and GPS coordinate validation of all health facilities listed in the MFL
- Develop and maintain GIS layers representing health infrastructure, catchment areas, population density, and access to care
- Produce thematic health maps at national, regional, and district levels as required by DOSTS
- Contribute to the development and enhancement of an interactive digital Carte Sanitaire accessible to planners and decision-makers
- Coordinate field data collection missions for geographic verification where needed
- Train DOSTS and regional staff on basic GIS data collection and visualization tools

1.3 Community Health Worker Master List (CHWML)

An accurate and up-to-date CHW registry is essential for the management, deployment, supervision, and performance tracking of community health workers. The CHWML registry is in the phase of being developed. The Technical Assistant will:

- Support the design and rollout of a standardized CHW data collection tool (digital and/or paper-based)
- Coordinate with regional and district health teams to compile and validate CHW data across all regions
- Clean, deduplicate, and consolidate CHW data into a centralized national registry
- Participate in the process to define and implement a data governance framework including roles, responsibilities, and update cycles
- Produce periodic analytical reports on CHW distribution, density, and coverage by region and health district

2. Deliverables and Deliverables Schedule

#	Deliverable Title and Description	Expected Completion
Master Facility List (MFL)		
D1	Validated, deduplicated, and standardized national Health Facility List <i>Comprehensive and verified registry of all health facilities in Cameroon, cleaned of duplicate entries and standardized across all administrative levels. Serves as the single authoritative reference for facility data within the national health information ecosystem.</i>	30 June 2026
D2	MFL data management SOPs and update protocols <i>Formal Standard Operating Procedures governing the entry, validation, and ongoing maintenance of data within the MFL. Define roles, responsibilities, and procedures to ensure accuracy, consistency, and completeness of facility data over time.</i>	31 August 2026
D3	Semi-annual MFL review and update report	30 November 2026

	<i>Periodic report documenting the findings of the bi-annual review of the Master Facility List, conducted under the M&E framework of the MFL.</i>	
D4	Interoperability mapping between the MFL and national platforms (DHIS2, Carte Sanitaire) <i>Technical mapping document identifying the correspondences, gaps, and inconsistencies between the MFL and key national health information platforms (DHIS2 and the Carte Sanitaire).</i>	31 July 2026
Carte Sanitaire		
D5	Georeferenced and validated facility database linked to the MFL <i>Spatially referenced database of all health facilities with required attributes, incorporating verified GPS coordinates and linked to the national MFL.</i>	31 July 2026
D6	Standardized national and subnational health maps updated in dashboards <i>Thematic health maps at national, regional, and district levels, available in both static and interactive formats and integrated into relevant digital dashboards.</i>	30 September 2026
D7	GIS training package and training report for DOSTS and regional staff <i>Structured training package comprising materials, guides, and exercises designed to build GIS data collection and visualization capacities among DOSTS and regional health staff.</i>	31 October 2026
D8	Technical report on geographic coverage gaps and access-to-care analysis <i>Data-driven report identifying geographic areas with insufficient health facility coverage and analyzing population access to care across administrative levels.</i>	31 October 2026
D9	Functional digital Carte Sanitaire – updated version <i>Upgraded Carte Sanitaire application with improved features designed to fully meet the technical and operational standards required by DOSTS and the national health system.</i>	31 December 2026
Community Health Worker Master List (CHWML)		
D10	Standardized CHW data collection tool (digital form and user guide)	30 June 2026

	<i>Validated digital data collection tool designed to capture comprehensive and standardized information on CHWs across all regions. Accompanying user guide provides step-by-step instructions for consistent and accurate data entry.</i>	
D11	Validated, deduplicated national CHW registry <i>Clean, consolidated, and verified national registry of all Community Health Workers, free of duplicate entries and standardized across all administrative levels and regions.</i>	31 August 2026
D12	Data governance framework and SOPs for the CHW registry <i>Formal governance framework defining roles, responsibilities, procedures, and update cycles for the ongoing management and maintenance of the national CHW registry.</i>	30 September 2026
D13	At least two analytical reports on CHW coverage and geographic distribution <i>Two periodic analytical reports examining the distribution, density, and geographic coverage of Community Health Workers at national, regional, and district levels. Provide evidence-based insights to inform CHW deployment strategies and identify coverage gaps.</i>	31 March 2027

3. Warranty and Insurance Requirements (if applicable)

Not applicable for this scope of work.

4. Period of Performance

The period of performance shall commence on June 2026 and run through March 2027 (9 months).

Annex A: Proposal Application Form

[Instructions: All offerors submitting a bid in response to this RFP must fill out and complete this template letter. The letter must be signed by an authorized representative of your organization and must be dated appropriately. This letter must be submitted with a copy of your business license and any other documents as requested in the solicitation]

To: [Insert name of Procurement Lead]
Reference: [Insert CHAI RFP number]
Company Name: [Insert your company name]

General

We, the undersigned, hereby provide this offer to perform the work described in the referenced RFP. We acknowledge and agree to all terms and conditions. We certify that our organization, as well as our principal officers and key individuals, are eligible to participate in this procurement and are not debarred, nor on any watchlist or sanctions list. We further certify that, to the best of our knowledge, we have no close, familial, or financial relationships with CHAI staff or individuals representing CHAI; and that we have no close, familial, or financial relationships with any other bidders on this RFP. If we become aware of a potential conflict we will immediately notify ethics@clintonhealthaccess.org. We also certify that our business license, attached, is accurate and up to date with the relevant authorities.

Our offer remains valid for 60 days from the date of submission.

General Information	
Company Address	
Company Telephone	
Company Website (if applicable)	
Company Registration or Tax ID	
Does the company have a bank account?	
Name of Bank, if applicable	
Brief company description	

Past Performance

We hereby provide three references for similar work that we acknowledge may be contacted at any time by CHAI.

Past Performance	
Reference 1 - Company, Entity, or Individual Name - Contact Information - Brief description of work	
Reference 2 - Company, Entity, or Individual Name - Contact Information - Brief description of work	
Reference 3 Company, Entity, or Individual Name	

• Contact Information • Brief description of work	
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Technical Proposal

Please attach your technical proposal (maximum 10 pages) addressing Sections a) through d) as described in Section D.1 of this RFP: (a) Technical Approach and Methodology, (b) Work Plan, (c) Capabilities Statement and Relevant Experience, and (d) Key Personnel with CVs.

Budget

Please provide your detailed budget in XAF using the structure below. Include a brief cost narrative explaining each line item and the assumptions used.

Description	Hourly Rate (XAF)	Number of Hours	Duration (months)	Total Amount (XAF)
Professional Fees			Up to 9	
Total Professional Fees				
Applicable Tax (11%)				
GRAND TOTAL (XAF)	<i>Target maximum: XAF 4,995,000 (inclusive of all applicable taxes)</i>			

Payment Schedule Confirmation

The resultant agreement will follow a deliverables-based monthly payment schedule. Payment will be triggered by the submission and CHAI acceptance of completed deliverables, as follows:

Invoice	Number of hours	Amount (XAF)	Submission Deadline	Deliverables Required

Key officer signatures:

Name (Printed):

Title

Signature

Date

Name (Printed):

Title

Signature

Date

Name (Printed):

Title

Signature

Date