



Request for Consultant Services Proposal (RFP)

Solicitation Title:	Food Systems & Partnership Advisor
Solicitation Number:	N/A
Submit Questions and Proposal to:	N/A
Date of Issue of RFP:	May 27, 2026
Date Questions from Supplier Due:	Jun 2, 2026
Date Answers due from FHI 360:	Jun 3, 2026
Date Proposal Due:	5:00 PM ICT on Friday, Jun 5, 2026
Approximate Timeframe Consultant Agreement Issued to Successful Candidate(s):	Jun 10 to Oct 30, 2026
Method of Submittal:	
Respond via e-mail with attached document in MS Word / pdf format. Pricing should be provided in Excel format unless otherwise specified.	
Quote Validity:	
The Consultant agrees to hold the prices in its offer firm for 30 days from the date specified for the receipt of offers unless another time is specified in the addendum of the RFP.	

Background

FHI 360 is an international non-governmental organization that, in Vietnam, promotes the health and well-being of the Vietnamese people, particularly vulnerable and marginalized populations. It works with the Vietnam Ministry of Health and other national bodies, as well as provincial and district-level health services to achieve project aims. FHI 360 is currently implementing programs to address HIV prevention, testing, and treatment, TB case finding and treatment, clinical research, COVID-19, anti-microbial resistance, health system strengthening, combatting trafficking in persons, non-communicable diseases, maternal and child health and nutrition, diagnostics, and laboratory services.

Alive & Thrive (A&T) is an initiative to save lives, prevent illness, and ensure healthy growth and development. From 2009 to 2014, A&T demonstrated that rapid improvements in infant and young child feeding (IYCF) are possible in settings as diverse as Ethiopia, Bangladesh, and Viet Nam. In 2014, A&T began working in Burkina Faso, India, Nigeria, and throughout the Southeast Asia region, expanding its scope to include maternal and adolescent nutrition, and using agriculture and social protection programs as delivery mechanisms for maternal, infant, and young child nutrition (MIYCN). Currently, A&T is leveraging its robust network

and knowledge base to strengthen systems and build capacity in these and other countries across Africa and Asia, and disseminate innovations, tools, and lessons worldwide. The A&T initiative, managed by FHI 360, is currently funded by the Gates Foundation, Government of Ireland, UNICEF, the World Bank, and other donors.

In East Asia Pacific (EAP), A&T provides strategic technical assistance to governments and a network of local partners with focus on nine countries (Cambodia, Indonesia, Laos, Malaysia, Myanmar, Papua New Guinea, the Philippines, Thailand, and Viet Nam) to facilitate policy and system reforms aimed at increasing investment and creating an enabling environment for MIYCN. With funding from the Government of Ireland, A&T is strengthening MIYCN service delivery with a focus on equity to reach the most vulnerable in Cambodia, Laos, and Viet Nam. With funding from the World Bank, A&T is utilizing global evidence to inform the Government of Papua New Guinea’s social and behavior change strategy under a national multi-sectoral stunting reduction program. As an endorsed technical assistance provider to the Association of Southeast Asian Nations (ASEAN) Health Cluster, A&T supports the development of regional standards and collaborates with member states to improve the quality and coverage of MIYCN policies and programs throughout the region. With funding from GIZ, A&T is advancing climate-smart food systems transformation and promoting integrated social, maternity, and climate protection for women farmers—an approach aligned with the International Year of the Woman Farmer 2026. This work includes convening a global webinar series and learning visit and fostering partnerships via a Community of Practice to scale models for voluntary maternity protection and climate risk financing, ensuring resilience and equity across Scaling Up Nutrition (SUN) countries. Through the support of the Australian Department of Foreign Affairs and Trade and The George Institute for Global Health, A&T and partners are supporting community-led solutions to achieve food and water security; implementing measures to shift salt supply from sodium chloride- to potassium-enriched salt; and facilitating interventions that promote lower-salt and lower-sugar diets through evidence-based, community-informed, and community-led policy and service interventions. A&T is developing a new project to strengthen the primary health care system to address the increasing prevalence of gestational diabetes mellitus through the Center of Excellence approach.

A&T is seeking a qualified and motivated Vietnamese candidate to serve as an **Food Systems & Partnership Advisor**.

Scope of Work

#	Tasks	Estimated LOE (days)
1	<p>Technical Leadership on the Food Safety Law policy advocacy:</p> <ul style="list-style-type: none"> Provide technical guidance and strategic inputs related to the Food Safety Law related to breastmilk substitutes health claims and front-of-pack labelling regulations. 	5.5

#	Tasks	Estimated LOE (days)
	<ul style="list-style-type: none"> • Support the senior expert to comment on relevant legal documents and proposals. • Represent Alive & Thrive in technical consultations and provide written inputs to policy briefs or meeting notes, as required. • Lead the engagement with coalition partners 	
2	<p>Policy Advocacy on Maternity Protection for Women Farmers:</p> <ul style="list-style-type: none"> • Lead engagement with the Ministry of Agriculture and Environment (MAE) and relevant departments. • Facilitate dialogue with agrifood companies. • Provide strategic advice on advocacy positioning and messaging. • Develop key advocacy materials and talking points. 	8
3	<p>Capacity building program for Scaling Up Nutrition Civil Society Alliance and Youth networks:</p> <ul style="list-style-type: none"> • Design and facilitate quarterly CoP sessions for peer learning • Develop a policy brief synthesizing action agendas and recommendations for policymakers and donors • Curate case studies and best practices for global knowledge sharing • Explore and nurture the establishment of SUN Youth Network in Viet Nam, Laos, Cambodia and connect them with UN Food Systems Youth Network 	17
4	<p>Strategic communications and knowledge management</p> <ul style="list-style-type: none"> • Co-create the partner consultation on nutrition/ food systems transformation in three countries to inform key priorities for future activities 	15
5	<p>Strategic policy advocacy and partnership building to scale up Low-Sodium Salt Substitutes in Viet Nam, Laos, Cambodia:</p> <ul style="list-style-type: none"> • Manage the new partner on salt production at the Ministry of Agriculture and Environment 	15

#	Tasks	Estimated LOE (days)
	<ul style="list-style-type: none"> • Facilitate the co-creation of advocacy activities on scaling up low-sodium salt substitutes • Inform the revision of Decision 1325/QD-TTg on government support policies to develop salt sector for 2026–2030 and revision of Decree 40/2017/ND-CP on management of salt production and trading 	

Location of Work: Hanoi

Travel: 15 – 20%

Address for Submission:

Required documentation listed below must be e-mailed to ProcurementVietnam@fhi360.org, with subject line: “A&T-Food Systems & Partnership Advisor”

Qualifications:

- Mater's degree, preferably in business development, communication, marketing, public relations, public health
- Good knowledge in business development, communications, and youth engagement is preferential.
- Articulate, professional, and able to communicate clearly and positively with team members and partners.
- Excellent communication and organization skills are required. Must be able to read, write, and speak fluent Vietnamese and English.

Evaluation Criteria: Proposals will be evaluated in accordance with the following criteria:

- Ability to work independently and in cooperation with a multi-cultural team.
- Ability to influence, motivate, provide technical assistance, and collaborate with others.
- Ability to take initiative and focus on results.
- Ability to learn new skills and systems, with an entrepreneurial work ethic, and gain respect among staff and stakeholders.
- Ability to problem solve and implement corrective action as needed.
- Has sensitivity to cultural diversity and understanding of the political, contextual, and ethical issues in assigned areas.

Required Documentation: Proposals must include the following components: a CV, a covering letter and daily rate.

FHI 360 Disclaimers

- FHI 360 may perform a background check on any selected Consultant candidates.
- FHI 360 may cancel the solicitation and not award
- FHI 360 may reject any or all responses received
- Issuance of the solicitation does not constitute an award commitment by FHI 360
- FHI 360 reserves the right to disqualify any offer based on failure of the offeror to follow solicitation instructions
- FHI 360 will not compensate any offer or for responding to solicitation
- FHI 360 reserves the right to issue award based on initial evaluation of offers without further discussion
- FHI 360 may choose to award only part of the activities in the solicitation, or issue multiple awards based on the solicitation activities
- FHI 360 reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition
- FHI 360's supplier terms and conditions can be found [here](#) while our consultant terms and conditions can be found [here](#)