



Call for consultancy: Senior National Consultant(s) for Infectious Disease Surveillance and Response Planning

1. Detailed Description of Tasks to be Performed:

FHI 360 is a nonprofit organization that mobilizes research, resources and relationships so that people everywhere can access the opportunities they need to lead full, healthy lives. FHI 360 serves more than 70 countries and all U.S. states and territories.

Funded by the U.S. Government, Strengthening Infectious Disease Detection Systems (STRIDES) Activity aims to strengthen Vietnam's capacity to prevent, detect, and respond to infectious disease threats through enhanced surveillance systems, laboratory networks, workforce development, multisectoral coordination, and evidence-based decision-making. STRIDES supports Vietnam's efforts to advance national health security priorities and strengthen preparedness for emerging and re-emerging infectious diseases.

STRIDES is seeking Senior National Consultant(s) for Infectious Disease Surveillance and Response Planning. This consultancy will provide targeted strategic assistance to update and standardize national frameworks for infectious disease surveillance, risk assessment, and outbreak response. The interventions will focus on enhancing Event-Based Surveillance (EBS) and Indicator-Based Surveillance (IBS) systems, designing comprehensive risk assessment tools, formulating criteria for disease classification, and establishing a national response plan for biological disasters. These newly developed guidelines, frameworks, and digital tools will be piloted and integrated into the national preventive medicine system, directly contributing to STRIDES's goal of ensuring a rapid, coordinated, and evidence-based response to public health emergencies in Vietnam.

2. Objectives:

Under this scope of work, consultant(s) will provide comprehensive technical support to strengthen Vietnam's infectious disease surveillance, risk assessment, and outbreak response frameworks. Operating across multiple levels of the disease prevention system, consultant(s) will translate policy requirements into operational guidelines, develop digital monitoring tools, and build capacity to enhance national health security.

Specifically, consultant(s) will be responsible for the following key functional areas:

- **Enhancing Disease Surveillance Systems:** Develop a comprehensive training program and update standard operating procedures for Event-Based Surveillance (EBS), focusing specifically on collecting, screening, and verifying information from non-traditional sources (e.g., community reports, social media, and the press).
- **Standardizing Outbreak Response and Disease Classification:** Draft and finalize interim guidelines for emerging and re-emerging infectious diseases, detailing epidemiological protocols, sampling, testing, and reporting procedures. Furthermore, consultant(s) will develop a scientifically sound scoring methodology and criteria for classifying, declaring, and ending Group A infectious diseases at the commune level.
- **Developing Risk Assessment Frameworks:** Design comprehensive frameworks and practical toolkits for both sudden outbreak risk assessments and annual infectious disease risk assessments. This includes creating scoring methods, rapid assessment forms, and field checklists. Consultant(s) will engage in multi-sectoral consultations (health, veterinary, and environmental sectors) to finalize the framework package(s).
- **Establishing National Biological Disaster/Outbreak Preparedness:** Consultant(s) will culminate their efforts by developing the comprehensive National Response Plan and corresponding guidelines for biological disasters and dangerous human diseases.

3. Scope of work and expected deliverables:

#	Tasks	Expected deliverables	LOE (days)	Due date
I	Enhancing Disease Surveillance Systems			
1	Develop a training program on Event-Based Surveillance (EBS)	Training framework/materials for EBS, including detailed content, practical scenarios, and training guidelines for the provincial level.	6	31 Jul 2026
2	Update EBS guidelines according to new decrees and develop training plans	Procedures for collecting, screening, and verifying EBS info, especially from non-traditional sources (community, social media, press).	8	31 Aug 2026
II	Standardizing Outbreak Response and Disease Classification			
3	Develop interim guidelines for surveillance and response to emerging and re-emerging diseases	Procedures for surveillance and response to dangerous, sudden infectious diseases (epidemiological info, sampling, testing, reporting).	8	30 Sep 2026
4	Consolidate feedback and finalize guidelines for emerging/re-emerging diseases	Finalized procedures for surveillance and response to dangerous infectious diseases.	8	30 Sep 2026
5	Draft criteria for declaring/ending Group A infectious diseases at the commune level	Guidelines for classifying infectious diseases using a scoring method (detailing criteria into Group A classification guidelines).	8	30 Sep 2026
III	Developing Risk Assessment Frameworks			
6	Draft guidelines for sudden outbreak risk assessment	Draft guidelines for sudden outbreak risk assessment.	12	30 Aug 2026
7	Draft annual infectious disease risk assessment framework and toolkits	Annual risk assessment framework and tools (scoring methods, rapid assessment forms, field checklists, reporting guides).	12	30 Aug 2026
8	Consolidate technical meeting feedback and finalize guidelines	Summary of feedback and revised guidelines for sudden outbreak risk assessment.	8	30 Sep 2026
IV	Establishing Damage Reporting and National Outbreak Preparedness			
9	Develop the National response plan for biological disasters/outbreak and dangerous human diseases	Guidelines for responding to biological disasters/outbreaks and dangerous human diseases.	16	20 Dec 2026
		Total	86	

Location of work

Hanoi, Vietnam.

Travel

The consultant(s) is expected to travel to sites when needed.

Qualifications and evaluations:

- Advanced degree (Master's, PhD, or Medical Doctor) in public health, epidemiology, preventive medicine, health



economics, or a related field: 20 points

- Demonstrated experience in infectious disease prevention and control, public health emergency preparedness and response, disease surveillance systems, policy analysis and/or development of national technical guidelines, circulars, action plans, or decrees related to communicable diseases, border health quarantine, and health information systems: 45 points
- Practical knowledge and hands-on experience with Event-Based Surveillance (EBS) and Indicator-Based Surveillance (IBS) systems, including data management, statistical analysis, health dashboard development, health risk assessments (e.g., sudden outbreaks, biological disasters) and multi-hazard emergency response frameworks: 20 points
- Strong capacity to engage, liaise, and coordinate with high-level government entities and multi-sectoral stakeholders (e.g., health, veterinary, and environmental sectors) at both national and sub-national levels: 10 points
- Strong data synthesis, training delivery capacity, analytical and technical report writing skills: 5 points

Required Documentation

Proposals must include the following components:

- Applicant's CV and highest-level degree
- Letter of interest that briefs relevant qualification and experience
- Proposed daily rate
- FHI 360 [Biodata form](#)

Application

- Application to this call should be submitted by email to procurementvietnam@fhi360.org no later than **5PM June 28, 2026** with subject line "STRIDES-ID Surveillance and Response Planning"
- All prospective vendors must comply with the [safeguarding policies](#) of our organization. Any violations of the policies may result in immediate contract termination without liability for the organization.

Only shortlisted applicants will be contacted.

FHI 360 Disclaimers

- FHI 360 may perform a background check on any selected 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 offeror 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](#)

