

Solicitation Title:	IT Officer for Strengthening Proficiency Test for Antimicrobial Susceptibility Test (PTAST)
Solicitation Number:	STRIDES-004
Submit Questions and Proposal to:	Procurement.STRIDES.th@fhi360.org
Date of Issue of RFP:	7 October 2026
Date Questions from Supplier Due:	13 October 2026
Date Answers due from FHI 360:	14 October 2026
Date Proposal Due:	14 October 2026
Approximate Timeframe Consultant Agreement Issued to Successful Candidate(s):	Working Days: 30 days Period: 1 November 2026 – 28 February 2027
Method of Submittal:	
Respond via e-mail with attached document in 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

The Strengthening Infectious Disease Detection Systems (STRIDES) project, implemented by FHI 360, invites qualified individual/organizations to submit proposals to facilitate standardized proficiency testing and continuous quality improvement. This project has been focused on national, reference and high-performing laboratories within the human health sector across Asian countries. It seeks to enhance diagnostic accuracy, promote harmonization of laboratory practices, and support regional efforts in AMR surveillance and control.

The PTAST 2026 is under the collaboration between Faculty of Veterinary Science, Chulalongkorn University Veterinary (CU VET), FAO Reference Center for Antimicrobial Resistance and FHI 360 under Strengthening Infectious Disease Detection Systems (STRIDES) Project. It is part of the tasks to develop AMR laboratory capacities in livestock sector and to reinforce national AMR surveillance associated with food animals and their products in Southeast and South Asia. The purpose of the PTAST is an independent external evaluation control of AST to increase the quality of laboratory-based surveillance

of AMR. The laboratories that are involved in national AMR surveillance are encouraged to participate in.

Scope of Work

The consultant will provide technical support for the setup, maintenance, and operation of the PTAST web-based system throughout the PTAST cycle. The scope of work will include participant registration and account management, electronic confirmation of test-strain receipt and result submission, PTAST document management, participant data management and export, technical troubleshooting and support, certificate management, and maintenance of related electronic records. The consultant will work closely with the PTAST team to ensure that the system and its functions are available and operational according to the agreed timeline and requirements.

This activity aims to:

1. To establish and maintain a functional PTAST web-based system to support participant registration, test-strain receipt confirmation, electronic result submission, and certificate management throughout the PTAST cycle.
2. To facilitate efficient and standardized collection and management of participant data for technical evaluation and reporting.
3. To provide accessible and timely technical support to participating laboratories throughout the PTAST process.
4. To ensure the secure and organized management of PTAST documents, participant submissions, and certificates.

Activity and Anticipated LOE

Activity	Anticipated LOE
Activity 1: PTAST website system setup and maintenance • Set up, test, and maintain the PTAST web-based system for participant registration, participant account/access, and overall workflow throughout the PTAST cycle.	8 days (64 hours)
Activity 2: Test-strain receipt confirmation and result submission. • Maintain website functions that allow participating laboratories to confirm the date test strains are received and to submit PTAST results electronically; verify required fields and submission functionality	7 days (56 hours)
Activity 3: Downloadable PTAST documents • Upload and maintain current versions of the PTAST protocol, test forms, instructions, and other relevant	4 days (32 hours)

documents for participant download through the website.	
Activity 4: Participant data and technical support Organize participant and submission data, check completeness and consistency, export structured data for technical evaluation, and provide troubleshooting support to participating laboratories using the website.	7 days (56 hours)
Activity 5: Certificate management and website support Prepare/upload participant certificates for download after completion of the PTAST round, maintain orderly electronic records, and provide routine technical support and troubleshooting for the website.	4 days (32 hours)

Deliverable and Required Outputs:

Deliverables/Milestones and Required Outputs	Submission Date
Deliverable 1: PTAST website registration system set up, tested, and ready for participant use	30 November 2026
Deliverable 2: Website function for recording receipt date of test strains and electronic result submission available and maintained	30 November 2026
Deliverable 3: PTAST protocol, test forms, instructions, and relevant documents uploaded and available for participant download	31 December 2026
Deliverable 4: Participant submitted data maintained, checked, and exported for PTAST evaluation and reporting	31 January 2027
Deliverable 5: Participant certificates uploaded and made available for download after completion of the PTAST round	28 February 2027

Location of Work: Faculty of Veterinary Science, Chulalongkorn University, Bangkok Thailand

Travel: No travel required

Timetable and Address for Submission

Proposals are due no later than 4:00 PM (Thailand time) on Wednesday, October 14, 2026. Required documentation listed below must be e-mailed to Procurement.STRIDES.th@fhi360.org

Qualifications:

- Demonstrated experience in information system, web application, or database system development.
- Availability of qualified personnel with expertise in software programming, system development, and database management.
- Ability to provide technical consultation, troubleshooting, maintenance, and post-implementation support following system delivery

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

Evaluation will be based on past experiences, technical expertise in web-based External Quality Assessment (EQA) management system. Ability to coordinate multiple laboratories, manage timelines, documentation, communication, and deliverables.

Required Documentation: Proposals must include the following components:

- Technical Proposal responding to the Statement of Work (SOW), including proposed methodology and work plan.
- Financial Proposal, including the completed and signed Quotation Submission Form.
- CV or portfolio in English demonstrating the skills and knowledge to provide this service or similar past experiences.
- Company profile and business registration documents (for firms, if applicable)

All documents must be submitted in English and signed by an authorized representative, where applicable.

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 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](#)

Annex 1
Quotation Submission Form

Name – Surname or Company Name
Address:
(Contact details: email and mobile number)

Quotation

Family Health International
130-132 Sindhorn Building, 19th Floor, Tower3, Wireless Road, Lumpini,
Pathumwan, Bangkok, 10330, THAILAND

Date:

Item	Description	Qty/Day	Unit Price	Amount (THB)
	GRAND TOTAL			

Signed: _____

Name - Surname

Remark: The expert will be solely responsible for 3% withholding tax.