



ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION

Request for Proposals # 03100

CSPRO Database Developer

Deadline: April 5th 2013

The Elizabeth Glaser Pediatric AIDS Foundation (EGPAF) is a worldwide leader in the prevention of mother-to-child transmission and one of the leading providers of care and treatment to people affected by HIV/AIDS. EGPAF has recently been awarded a USAID-funded research grant through Cooperative Agreement No. AID-OAA-A-12-00024. The study consists of a prospective cohort design to systematically measure breastfeeding practices, antiretroviral drug (ARV) adherence, growth, nutrition, and ultimately 18-month HIV-free survival of children born to HIV positive pregnant/postpartum women in 11 health facilities in Kigali, Rwanda. EGPAF shall lead implementation of the study in collaboration with study partners and collaborating institutions, including Rwanda Ministry of Health/Rwanda Biomedical Center and the National University of Rwanda's School of Public Health. Results of this study shall benefit efforts to eliminate pediatric HIV infection on a national and international level.

The purpose of this Request for Proposals (RFP) is to solicit proposals from qualified database developers to assist with the design, development, deployment and support of a database application which will be used to enter study data, generate reports, allow users to design queries and conduct analysis for the study.

The consultant will be engaged to:

1. Develop a project plan for development and deployment of the database which accommodates software coding time but also meets EGPAF timelines.
2. Write an inception report based on input from EGPAF staff which provides detailed technical specifications, requirement definitions, scope of work, proposed methodology, and proposed timeline. The detailed technical specifications of the database will define the user interface, data dictionary, workflow etc (considering the input and output requirements) and will be established based on the input provided by the client. The inception report will be validated by the client before proceeding with the design of the system.
3. Design of the data dictionary with variables, definitions and labels. This design has to be validated by the client.
4. Review the format of the study forms and ensure that it matches the design of the database.
5. Using CSpro, design and develop the user interface, database, relevant standard reports, ad hoc queries. This has to be validated by the client.



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6. Ensure proper testing and debugging prior to launch.
7. Launch the system.
8. Provide 90 days of post-launch support and debugging to ensure successful deployment.
9. Possibility extend the support period should new enhancements be identified.
10. Develop end-user and administrator manual.
11. Provide an orientation/training of the database to the data personnel and other study investigators.

Each proposal must contain:

1. CVs/resumes of proposed staff which includes a listing of education, training and/or certifications and a description of past professional experience for the past 5 years.
2. A summary of previous experience.
3. Three professional references for this type of work with phone and email contact information. Please provide at least one nonprofit reference.
3. A full overview (two to four pages) of how the scope of work will be accomplished. A summary proposal implementation plan that includes all phases of development and deployment
4. Detailed cost proposal.

Please review the full RFP for details pertaining to delivery of proposals, the schedule of events, evaluation criteria, contractual terms and examples of the data collection instruments.

The full RFP can be accessed either via the following website : <http://www.pedaids.org/About-Us/Contracting-Opportunities> or by requesting the RFP from EGPAF's Data Manager see email address below or by visiting our office located at Avenue des Milles Collines/KN60 Street, Chadel Building, 1st floor, Kigali.

All correspondence pertaining to this RFP should be appropriately addressed to the Data Manager per the contact information below:

Dieudonné Ndatimana, Data Manager
Office telephone number: +250 252 570583
Email: dndatimana@pedaids.org

Cornelia Van Zyl
Country Director
Elizabeth Glaser Pediatric AIDS Foundation