

Request for Proposal

Fixed Term Consultancy Appointment: Legal and Business Development Consultants

About CEPI

CEPI is an international coalition of governments, academic, philanthropic, private, public, and intergovernmental institutions whose mission is to prevent outbreaks of emerging infectious diseases from becoming humanitarian crises. CEPI does this by financing and coordinating vaccine development to combat future epidemics.

CEPI's goal is to coordinate financing for and oversight of the development of vaccines to fight the following: MERS, Lassa fever and the Nipah virus. Moreover, CEPI works to develop platform technologies that enable rapid vaccine development against known and unknown pathogens.

CEPI is organized under the laws of Norway as a non-profit international association, and currently has three office locations:

Oslo (HQ): Location of the Deputy CEO, Resource Mobilization, Vaccine Science, HR, Portfolio Management, and Finance and Operations teams.

London: Location of the CEO, Communications, Legal and Business Development, and Vaccine Development teams.

Washington, DC: CEPI representation office mandated to coordinate the efforts of partners located in the US, maintain relationships with the US government and educate the American public about the importance of developing vaccines to combat future global epidemics.

Current Need and Scope of Tender

CEPI is looking for limited term Legal and Business Development consultants who can provide the following services for an initial period of **6 months** from July 2018 with the possibility of extending:

- To provide sophisticated legal and commercial advice to the Organisation, principally concerning the negotiation of agreements under CEPI's Call for Proposals 2 (directed to platform technologies to enable rapid vaccine development for epidemic prone infections) in a fast-moving and demanding environment.
- Work collaboratively with one or two negotiating teams under the direction of CEPI's General Counsel and Business Development Director.
- Assist in negotiating agreements for CEPI's Call for Proposals 2, which will establish project and / or portfolio partnerships to develop platforms for the development and manufacture of vaccines aligned with CEPI's mission to respond quickly to disease outbreaks and potential pandemics.
- Assist and guide the contract negotiation, technical and financial diligence teams to work collaboratively with the overall process lead (CEPI's Director of Vaccine Science) to ensure proper coordination of the different workstreams, alignment of approach across the different negotiations and consistency of policy interpretation.
- Work collaboratively with the CEPI technical and financial diligence teams and other the consultants or advisers as required to craft flexible, financially sound partnership agreements that promote the rapid development of the proposed vaccine candidates while preserving CEPI's freedom of action and advancing CEPI's policy objectives.
- Participate in CEPI planning and internal review meetings, as required, including in Oslo, London and Washington, DC as well as team planning teleconferences.

- Participate in face to face meetings and / or teleconferences with candidate vaccine development partners as required.
- Expectation is that some of the contract negotiations work and legal review can be performed remotely via electronic linkage with members of the negotiating team but that face to face meetings, including attendance of due diligence and other meetings, will be scheduled over the course of the negotiations.
- Complete all work in accordance with CEPI policies (both those currently in existence and those that may be established during the term of the consultancy).

Bidder qualifications

All consultants put forward for this assignment must be able to demonstrate the following:

- Significant experience negotiating agreements for the development of products for global health markets, preferably vaccines, and preferably for the benefit of populations where there is a complete or total market failure.
- Knowledge of the requirements of charities, governments, multilateral organizations, and commercial organizations operating in the in the global healthcare ecosystem
- Expertise in communicating and negotiating with a demonstrated ability to be resilient and able to operate under pressure to deliver effective solutions quickly
- Experience of business development in the area of development of vaccines or drugs
- A demonstrated ability to communicate clearly and succinctly both orally and in written form.
- A demonstrated ability to work in a complex environment at the intersection of science, law, business, and global public health
- Fluent in both written and spoken English
- Have the right or ability to secure the right to work in Oslo, UK and America without delay.

Tentative time plan

Activity	End Date
Request for Proposals advertised	18 May 2018
Deadline for submission of written proposal	29 May 2018
Selection process completed	1 June 2018
Consultants Ready to Start	1 July 2018

CEPI reserves the right to change the time schedule at any time.

Tender Instructions

To be considered for a contract award under this request, please submit the written proposal (not exceeding 5 pages + applicable resumes) in English, no later than **midnight on Monday 28 May 2018**. Proposals received after the deadline will be rejected. Costs for the preparation of proposals will not be refunded.

Your proposal must include the following:

- How you feel you (as an individual) or your organisation is best positioned to fulfill the requirements
- Competitive fee quote

- General overview of the schedule and timing of billings
- Fee rates for additional services
- Estimate and general description of the expenses you expect to incur and bill to CEPI. If CEPI will be billed for other than direct out-of-pocket expenses incurred in performance of services, please describe the costs.

Electronic copies of your proposals should be sent to: glenn.foster@cepi.net

Evaluation criteria

Our evaluation criteria include the areas of information solicited under scope of tender and bidder's qualification. The contract will be awarded to the bidder who has supplied the economically most advantageous offer based on the following criteria:

- Total Cost (30%)
- Assessment of bidders' qualifications and probability of achieving expected outcome (70%)

Confidentiality

By accepting to take part in this RFP process, your firm agrees to keep in confidence all information imparted to you by CEPI during the period of consultancy, not to disclose it to third parties, and not to use it for any other purpose than for participation in the RFP process.

Cancellation

CEPI reserves the right to change the time plan or cancel the competition without any obligation to cover any cost for the tenderers work on the tender.

Duration

The expected duration for this contract is five (5) months (1 July 2018 – 31 December 2018) with the option to renew based on an evaluation process.

Additional Information

If you have any questions, please contact glenn.foster@cepi.net