



MINISTRY OF HEALTH PO BOX 84 KIGALI

**REQUEST FOR EXPRESSIONS OF INTEREST
INTERNATIONAL INDIVIDUAL CONSULTANT
COUNTRY: RWANDA**

1. Program: **Regional Pharmaceutical Sector Support Project**
2. Component: Recruitment of **Licensing Expert for APTF**
3. Sector: **Industry**
4. Procurement Entity: **Ministry of Health**
5. Finance agreement reference: **ADF Grant–2100155043269**

Context:

The African Pharmaceutical Technology Foundation (APTF) is a pan African agency situated in Kigali, Rwanda, set up by the African Development Bank and backed by the African Union Member States. Its mission is to increase access to, and facilitate the development of technologies in, the African pharmaceutical sector. Working with an innovative approach, the APTF partners with governments, African and international industry stakeholders, international organizations, regional African agencies, development banks and others to promote licensing of, and access to, all forms of pharmaceutical technologies in Africa, across the entire pharmaceutical supply chain.

The Assignment:

The Expert on Intellectual Property and Technology Licensing is a key member of the Technology Licensing work of the APTF, with the responsibility of providing a full range of IP support to advance APTF's objectives. The assignment will be for a fixed period of Twelve (12) months with possibility of another Twelve-month extension, subject to satisfactory performance of the consultant.

The Ministry of Health now invites interested candidates (Individual Consultants) to apply and indicate interest in providing these services. Interested Individual Consultants must provide information indicating that he/ she is qualified and has relevant experience to perform the services (detailed CVs, academic and professional qualifications, relevant copies of academic degrees and other certificates, description of experience in similar assignments, etc.).

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank's "*Procurement Policy for Bank Group Funded Operations*" dated October 2015, which is available on the Bank's website at <http://www.afdb.org>. The Individual Consultant will be selected on the basis of relevant experience, qualifications, and capability to carry out the assignment. Please note that interest expressed by a consultant does not imply any obligation on the part of the Ministry of Health to include it on the shortlist.

Qualification and Experience:

- A JSD/ PhD or a Masters (LLM/ MLS) an accredited law university with equivalent experience
- Relevant experience in IP law of relevance to the pharmaceutical sector for at least 12 years, of which:



8+ years of demonstrated experience prosecuting and preparing technically relevant patent applications at a law firm and/or corporate legal department in a pharmaceutical company.

Additional knowledge of Chemistry or related scientific discipline with at least five years of experience in the drafting and prosecution of chemistry or biology-based patents.

Three plus years of experience in preparation and prosecution experience with biotechnology or biopharmaceutical subject matter.

Five plus years of experience with business development agreements with IP implications.

- Specific experience with post-grant proceedings and regulatory exclusivity issues.
- Experience with clearance, identification, and mitigation of third-party IP challenges is a plus.
- Demonstrated capacity to communicate complicated intellectual property issues to scientists, management, and business leaders equally, with strong abilities to work in teams.
- Proof of written work and analysis, demonstrating strong analytical thinking and attention to detail, with ability recognize, assess, and respond to urgent matters with timely, practical, and clear solutions.
- Advanced organizational skills with the ability to manage and drive projects cross-functionally in new environments.
- Proven strong oral and written communication skills.

Remuneration:

The consultant will be remunerated monthly through a lump sum (including fees, accommodation and subsistence allowances). The remuneration amount will be negotiated. The candidate will be responsible for obtaining personal health insurance at his or her own cost. The coverage should include all medical expenses, including those resulting from illness or injury incurred during the duration of the assignment.

Terms of Reference:

The detailed terms of reference can be found below: Interested consultants may obtain further information at the following address during office hours [5-15 GMT] or by e-mail:

Attn: Procurement Management Services:

Ministry of Health

P.O Box : 84 Kigali, Rwanda

E-mail : RPSSP.Recruitment@moh.gov.rw

Written Letters of Expressions of Interest together with the CVs must be delivered in a sealed envelope clearly marked: “**Licensing Expert-APTF**” or could be submitted by e-mail to the address above by not later than **04 July 2025** at 3:00 PM (GMT).

Licensing Expert

African Pharmaceutical Technology Foundation(APTF) Terms

of Reference (ToRs)



I. Introduction

The African Pharmaceutical Technology Foundation (APTF) is a pan African agency situated in Kigali, Rwanda, set up by the African Development Bank and backed by the African Union Member States. Its mission is to increase access to, and facilitate the development of technologies in, the African pharmaceutical sector. Working with an innovative approach, the APTF partners with governments, African and international industry stakeholders, international organizations, regional African agencies, development banks and others to promote licensing of, and access to, all forms of pharmaceutical technologies in Africa, across the entire pharmaceutical supply chain.

II. Job Profile, Duties and Responsibilities

The Expert on Intellectual Property and Technology Licensing is a key member of the Technology Licensing work of the APTF, with the responsibility of providing a full range of IP support to advance APTF's objectives. Reporting to and working under the supervision of the Chief Executive Officer of the APTF, she/ he will be responsible for the following functions:

- Manage alliances and requests for technology negotiations and licensing;
- Draft research collaboration agreements, IP licensing agreements and other partnership documents as needed to further the APTF's work programmes, identifying and resolving risks, including technology evaluation, identifying potential partners, create collaterals/ technology briefs for outreach and manage reach-out, transaction closure as required by APTF stakeholders;
- Providing guidance, review, and assist in negotiation of IP language in technology contracts and assist in managing industry collaborations for R&D and product development on behalf of the APTF;
- Create and support the provision of IP landscapes, patentability criteria, Freedom-to-Operate opinions, and due diligence assessments for R&D pipeline programs and business development opportunities;
- Assess the techno-commercial merit of IPRs and invention disclosures as applicable in technology negotiations and technology partnership contracts;
- Conduct patent claims review and IP analytics as and when applicable;
- Organize IP and technology transfer related trainings and programs for various stakeholders as applicable within APTF core mandates;
- Promote IP commercialization options in the African pharmaceutical sector including in its public sector;
- Develop grant proposals as required for the Foundation in areas of relevance to its lighthouse programmes, identifying critical milestones and achievable targets;
- Review proposals for support received by the Foundation for pharmaceutical sector support and participation in its lighthouse programmes by companies, R&D institutions, to advise the CEO;
- Work closely with APTF grantees/partners to increase the likelihood of success of its programmes, through facilitating partnerships, modifying scope or direction, and serving as a thought partner.
- Work closely with the CEO to develop programme monitoring indicators for the various APTF programmes, as applicable;
- Represent the foundation externally in meetings; organize and run convenings as appropriate.
- Conduct any additional activities as required and delegated.



III. Duration of the Assignment

The assignment will be for a period of Twelve (12) months with possibility of another Twelve-month extension, subject to satisfactory performance of the consultant.

IV. Duty Station

Based at the APTF headquarters in Kigali-Rwanda

V. Qualification and Experience

- A JSD/ PhD or a Masters (LLM/ MLS) an accredited law university with equivalent experience
- Relevant experience in IP law of relevance to the pharmaceutical sector for at least 12 years, of which:
- 8+ years of demonstrated experience prosecuting and preparing technically relevant patent applications at a law firm and/or corporate legal department in a pharmaceutical company.
- Additional knowledge of Chemistry or related scientific discipline with at least five years of experience in the drafting and prosecution of chemistry or biology-based patents.
- Three plus years of experience in the preparation and prosecution experience with biotechnology or biopharmaceutical subject matter.
- Five plus years of experience with business development agreements with IP implications.
- Specific experience with post-grant proceedings and regulatory exclusivity issues.
- Experience with clearance, identification, and mitigation of third-party IP challenges is a plus.
- Demonstrated capacity to communicate complicated intellectual property issues to scientists, management, and business leaders equally, with strong abilities to work in teams.
- Proof of written work and analysis, demonstrating strong analytical thinking and attention to detail, with ability recognize, assess, and respond to urgent matters with timely, practical, and clear solutions.
- Advanced organizational skills with the ability to manage and drive projects cross-functionally in new environments.
- Proven strong oral and written communication skills.

VI. Skills and Competencies

APTF is a new agency dedicated to offer support to Africa's pharmaceutical sector. It works with a small and dynamic team based in Kigali, Rwanda, with the core values of empowerment, commitment, and excellent attention to detail to building Africa's pharmaceutical sector. The following personal qualities are desirable in the ideal candidate:

- Ability to work with short deadlines and adapt existing expertise to new areas of work, and new companies.



- Ability to creatively respond to new requests from APTF stakeholders, contributing actively to build its new organizational culture.
- Ability to work with senior experts and global leaders who are on APTF's Board of Directors and its Eminent Advisory Council.
- Sensitivity to different cultures and work styles.

VII. Evaluation Criteria

Criteria	Number of Points
A JSD/ PhD or a Masters (LLM/ MLS) an accredited law university with equivalent experience	15
Experience in IP law of relevance to the pharmaceutical sector for at least 12 years	20
8+ years of demonstrated experience prosecuting and preparing technically relevant patent applications at a law firm and/or corporate legal department in a pharmaceutical company.	10
Additional knowledge of Chemistry or related scientific discipline with at least five years of experience in the drafting and prosecution of chemistry or biology-based patents.	10
Three plus years of experience in the preparation and prosecution experience with biotechnology or biopharmaceutical subject matter.	5
Five plus years of experience with business development agreements with IP implications.	5
Specific experience with post-grant proceedings and regulatory exclusivity issues.	5
Experience with clearance, identification, and mitigation of third-party IP challenges.	5
Demonstrated capacity to communicate complicated intellectual property issues to scientists, management, and business leaders equally, with strong abilities to work in teams.	5
Proof of written work and analysis, demonstrating strong analytical thinking and attention to detail, with ability recognize, assess, and respond to urgent matters with timely, practical, and clear solutions.	10
Advanced organizational skills with the ability to manage and drive projects cross-functionally in new environments.	5
Proven strong oral and written communication skills.	5
Total of points	100

VIII. Application Process



Interested consultants are invited to apply by submitting Technical and Financial bids that also incorporate the following application documents:

- a. Resume/Curriculum Vitae (CV);
- b. Letter of Motivation outlining how your experience, skills, qualifications and professional networks fit with the required deliverables (one page maximum);
- c. A certified copy(ies) of the cited reference degree(s).
- d. Names and contacts of three referees.
- e. Copy of Passport or ID

The Submission of Technical and Financial bids will be via RPSSP.Recruitment@moh.gov.rw not later than **04 July 2025** at 3:00 PM (GMT).