



**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 **Resource Mobilization 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 Resource Mobilization Expert will lead the resource mobilization efforts and partnerships at the African Pharmaceutical Technology Foundation (APTF, reporting to the CEO. 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 master's degree in economics, Business Management, Development Studies or equivalent.
- At least 15 years of professional experience in the field of resource mobilization and fund raising.
- Of which, at least ten years experience in the area of global health, and a good understanding of working in fund raising with reputable international institutions and dealing with various stakeholders.
- First-hand experience on resource mobilization in at least three projects of more than 10 million USD from multilateral financing institutions such as World Bank, African Development Bank (AfDB), European Union (EU), and bilateral donors.
- Over five years of experience in leading the process of making grant and donor proposals, coordinating multiple programs and areas of work to bridge the agency's finance needs.
- Wide networking skills within the global pharmaceutical sector, particularly, pharma and biotech companies, CROs, CDMOs, academic institutions
- Clear and demonstrated ability to develop and manage complex programs to build pharma sector capacity with diverse partners.

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: “**Resource Mobilization 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).

Resource Mobilization Expert



African Pharmaceutical Technology Foundation

Terms of Reference (ToRs)

1. 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.

I. Job Profile, Duties and Responsibilities

The Resource Mobilization Expert will report to and working under the supervision of the Chief Executive Officer of the APTF. Working closely with the CEO, the expert will be responsible for the following functions:

- Lead the resource mobilization efforts and partnerships at the African Pharmaceutical Technology Foundation (APTF).
- Search, coordinate and evaluate potential funding sources, determine finance requirements, and match sources to different activities with the aim of expanding the organization's resources.
- Develop a funding gap analysis of the first five years, holistically for the agency, and then by program and target financing options globally and regionally.
- Develop a practical and operational model for leveraging resources from public funders and private financiers.
- Oversee the preparation of effective project funding proposals and mobilizing finance from different financial mechanisms and instruments.
- Coordinate the elaboration of project proposals.
- Lead resource mobilization initiatives which include major gifts, trust and philanthropic, grants, corporate partnerships, and private investments.
- Identify areas for improvement within existing resources mobilization streams and implement changes to ensure growth in fundraising revenues.
- Promote proper development of partnership strategies across the organization.
- Carry out other relevant duties that may be assigned by the senior management of APTF.



II. 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.

III. Duty Station

Based at the APTF headquarters in Kigali-Rwanda

IV. Qualifications and Experience

- A master's degree in economics, Business Management, Development Studies or equivalent.
- At least 15 years of professional experience in the field of resource mobilization and fund raising.
- Of which, atleast ten years experience in the area of global health, and a good unde, working in fund raising with reputable international institutions and dealing with various stakeholders.
- First-hand experience on resource mobilization in at least three projects of more than 10 million USD from multilateral financing institutions such as World Bank, African Development Bank (AfDB), European Union (EU), and bilateral donors.
- Over five years of experience in leading the process of making grant and donor proposals, coordinating multiple programs and areas of work to bridge the agency's finance needs.
- Wide networking skills within the global pharmaceutical sector, particularly, pharma and biotech companies, CROs, CDMOs, academic institutions
- Clear and demonstrated ability to develop and manage complex programs to build pharma sector capacity with diverse partners.

V. Skills and Competencies:

- Must have demonstrated proficiency in leadership and strategic planning.
- Proven track record with strategy planning, development, and execution.
- Must have a strong working knowledge of Project Management skills.
- Ability to apply a variety of strategic frameworks to analyze problems and to guide and develop solutions.
- Excellent team management skills towards strategic initiatives.
- Demonstrated skills in leadership, management, and collaboration.
- Must be familiar with resource mobilization while maintaining a comprehensive and cohesive brand or identity.

VI. Evaluation Criteria



Criteria	Number of Points
A master's degree in economics, Business Management, Development Studies or equivalent	20
At least 15 years of professional experience in the field of resource mobilization and fund raising.	20
At least ten years experience in the area of global health, working in fund raising with reputable international institutions and dealing with various stakeholders.	20
First-hand experience on resource mobilization in at least three projects of more than 10 million USD from multilateral financing institutions such as World Bank, African Development Bank (AfDB), European Union (EU), and bilateral donors.	15
Over five years of experience in leading the process of making grant and donor proposals, coordinating multiple programs and areas of work to bridge the agency's finance needs.	15
Wide networking skills within the global pharmaceutical sector, particularly, pharma and biotech companies, CROs, CDMOs, academic institutions	5
Clear and demonstrated ability to develop and manage complex programs to build pharma sector capacity with diverse partners.	5
Total of points	100

VII. 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).