

## CALL FOR EXPRESSION OF INTEREST

EOI Code Number: CLMSPH-007  
Name of Project: CLMS PH  
Funding Partner: UNAIDS

Title of TA Provision: Systems Administration Consultancy in the Development of a Web-Based Application for the Community-Led Monitoring System (CLMS) for HIV and AIDS Service Delivery in the Philippines  
Type of TA Provider: Individual Consultancy  
Terms of Reference: (Subject to Contract of Service)

**PROJECT BACKGROUND:** In 2022, TLF Sexuality, Health and Rights Educators Collective (TLF SHARE), a duly registered non-stock, non-profit organization was awarded a grant to implement a program to design, develop, and launch a web-based, community-led monitoring system (CLMS) for HIV and AIDS service delivery. The project is supported by the United States Agency for International Development (USAID) through the Joint United Nations Programme on HIV and AIDS (UNAIDS). It constitutes the first phase, or developmental stage to establish a program on the CLMS, to include pilot case studies on the utilization of the CLMS for programmatic decision making and planning. Succeeding phases will include community capacity building, maintenance and institutionalization of the CLMS.

**DESCRIPTION OF THE TECHNICAL ASSISTANCE (TA):** The TA Provider shall perform the quality assurance (QA) of the development of the CLMS platform or app, to include: (1) planning procedures and processes necessary and perform the same in the administration of the CLMS system; (2) monitoring and moderating user access and activities; (3) initiating interventions to mitigate risks and prevent downtime; (4) documenting findings and observations from incidents, surveillance and investigation; (5) recommending technical and management actions necessary to institutionalize digital infrastructure and operations; (6) providing time and platform for learning and mentoring; (6) pending final designation, performing roles and responsibilities of either COP or DPO pursuant to R.A. No. 10173; and (7) submitting reports to track accomplishments of the Contract of Service.

## DESIRED QUALIFICATIONS OF THE TA PROVIDER

(Individual Consultant – Systems Administrator)

- At least two (2) years of professional experience on ICT systems administrator, specialist, consultant, and/or trainer
- With a project or consultancy portfolio in ICT solutions development and operations
- Formal educational accomplishment as evidence of competence and expertise
- Additional compatible learning and development received and provided; certification as an ICT or web applications specialist preferred

## REQUIREMENTS

- Address to: Executive Director, TLF SHARE Collective Inc.
- Letter of Expression of Interest (to include level of effort willing to commit in the Consultancy between August & December; project extension may be renegotiated)
- Resume (to highlight compatibility with the stated desired qualifications)
- Documents to support any of the performed projects or consultancy in the portfolio
- Deadline for Submission: August 26, 2022 (Friday), not later than 06:00PM (GMT+8) through the provided contact information below
- TLF Share shall arrange for an interview to facilitate the selection and offer

**CONTACT:** Rocky Rinabor, (0995) 9963104, [clmsphproject.tlfshare@gmail.com](mailto:clmsphproject.tlfshare@gmail.com)

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