ITU new logo

Request for Expression of Interest Ref. No. REOI-2017-004

*Appointment of a Host for the EU mHealth Hub within the framework of the ‘’Be Healthy, Be Mobile’’*

*joint WHO and ITU Initiative on mHealth for Non-communicable Diseases*

# ANNEXES

# ANNEX 1

# “Certificate of Incorporation”

(Please attach here the Institution Certificate of Incorporation issued by the relevant Government registry).

# ANNEX 2

# “Institution Presentation”

(Please provide the presentation of the Institution overall professional profile)

# ANNEX 3

# “Information Form”

*Interested Institutions shall accurately complete this form and include in its Response. In case of a Consortium, an Information Form should be provided for the Lead Agency and each Partner.*

**Institution**

**Partner *(in case of a Consortium)***

|  |  |
| --- | --- |
| Name of Institution/Partner: |  |
| Head Office (Address, City, Postal Code, Country) |  |
| Names of Officers/Directors: |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Legal Status: |  |
| Date of founding: |  |
| Registered Capital  (if applicable) : |  |
| UNGM Registration Number |  |
| Name and Title of Institution Contact |  |
| Email of contact person |  |
| Institution Website |  |

**Nos. Staff Employed: Turnover[[1]](#footnote-1)/budget in EUR/CHF or USD** (if applicable):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Management: |  |  | 2013: |  |
| Other Staff: full time |  |  | 2014: |  |
| part time |  |  | 2015: |  |
|  |  |  | 2016: |  |

# ANNEX 4

# “Statement of Compliance with ITU’s Pre-Qualification Criteria”

*Interested Institutions shall accurately complete this questionnaire and include it in its Response.*

|  |  |  |
| --- | --- | --- |
| **Pre-Qualification Criteria** | **Compliant/Non-Compliant** | **If compliant (YES) provide the requested additional information. If non- compliant (NO) state reason(s).** |
| The Institution shall not have any affiliation, funding ties, or other relationships with the tobacco industry or the arms industry. | Yes  NO |  |
| The Institution shall be based in the WHO European Region[[2]](#footnote-2), in a country that is Horizon 2020 eligible[[3]](#footnote-3). | Yes  NO |  |
| The Institution shall have support and commitment of any national government in the European Region or the national government of the country where the institution is established, at a minimum at the level of Ministry of Health. | Yes  NO |  |
| The Institution shall have extensive experience with eHealth, mHealth, and/or digital health, as well as knowledge and activities in related fields, which shall be demonstrated with the following:   * The Institution’s staff are actively publishing in relevant peer reviewed journals, and have been for the last three years; or * The Institution has products or services for mHealth/eHealth as a core business; or * The Institution can demonstrate that more than 50% of the project portfolio over the last three years is related to mHealth/eHealth. | Yes  NO |  |
| The Institution shall have experience (at least three years) and a proven track record in developing capacity for policy change and/or effective implementation and monitoring of mHealth/eHealth/digital health programs in the health sector in Europe. | Yes  NO |  |
| The Institution shall have capacity to generate written material, provide technical support and training (orally or in written format) in English, either directly or through partners and trusted sub-contractors. | Yes  NO |  |
| The Institution shall demonstrate willingness and capacity to implement and expand the Hub over the next three (3) years and beyond. This must include the ability to:   * attract additional funding, * access additional technical resources, and * create services that can be a source of revenue for sustaining the Hub. | Yes  NO |  |
| The Institution shall be able to demonstrate capacity for and have organizational culture conducive to intercountry work and recruitment of personnel with relevant skills from any part of Europe. | Yes  NO |  |
| The Institution shall offer a conducive work environment that will attract highly qualified staff from all parts of Europe. | Yes  NO |  |
| The Institution shall have access to good infrastructure (telecommunications, transport, and other) to conduct cross-country work, both virtually and in person. | Yes  NO |  |
| The Institution shall demonstrate sound financial standing and management, including accounting practices. | Yes  NO |  |
| The Institution shall demonstrate good business practices open to review by an external management consulting firm selected by WHO or ITU. | Yes  NO |  |

1. Total income or expenses. [↑](#footnote-ref-1)
2. http://www.euro.who.int/en/countries. [↑](#footnote-ref-2)
3. https://ec.europa.eu/research/participants/data/ref/h2020/other/wp/2016-2017/annexes/h2020-wp1617-annex-a-countries-rules\_en.pdf. [↑](#footnote-ref-3)