

Request for Proposal/Quote for Writing of the Global Oxygen Alliance’s “State of Access to Medical Oxygen” Report

Reference	RFP/CHAI/GO2AL-WG4-W
Posting Date	June 18, 2025
Proposal Submission Deadline	5PM, Central European Time (CET), July 2, 2025
Anticipated Start Date	As soon as possible

Overview

Purpose: CHAI is seeking to hire a consultant to support the Global Oxygen Alliance’s (GO₂AL) Advocacy Working Group to develop a **global report** on the “state of access to medical oxygen” summarizing progress in closing access gaps and highlighting high-impact initiatives from GO₂AL, its member organizations, and partners.

Timeline: starting immediately for approximately 6 months

Location: Remote; reliable internet access required. The consultant is expected to be available (for at least a 4-hour time frame) for meetings during the 9am-5pm EST Monday-Friday.

Background

The COVID-19 pandemic caused widespread oxygen shortages across Asia, Africa, Latin America, and the Middle East. As part of the pandemic response, the Access to Covid Tools Accelerator (ACT-A), launched by the World Health Organization (WHO), established the [ACT-A Oxygen Emergency Taskforce](#) in February 2021 to coordinate and advocate for increased access to oxygen supplies. As the world transitioned from the acute phase of the pandemic, the ACT-A-Oxygen Emergency Taskforce evolved into the [Global Oxygen Alliance \(GO₂AL\)](#)—a multistakeholder collaborative launched in May 2023 with a mission to increase access to oxygen by harnessing partnerships to do more together than alone.

GO₂AL coordinates members to collaborate and co-create/co-implement activities to contribute to closing global oxygen funding and access gaps. These activities include investment consolidation and sustainability; procurement, supply chain and market shaping; country planning and implementation; and advocacy and demand generation, with a focus on LMICs. GO₂AL commissioned the [Global Oxygen Strategic Framework and Investment Case 2025-2030](#) as a resource for all stakeholders to strengthen oxygen systems in LMICs and to highlight why investing in oxygen is extremely cost-effective – making it a “best-buy” for donors, especially for reducing child mortality.

GO₂AL is co-chaired by Unitaid and the Global Fund, and vice-chaired by the Pan American Health Organization (PAHO) and the Africa Centres for Disease Control and Prevention (Africa CDC). GO₂AL is coordinated by Unitaid, WHO and UNICEF.

One of GO₂AL’s five working groups is the [Advocacy Working Group](#) which aims to meaningfully drive demand and investment in medical oxygen. This working group will promote its objectives among global health stakeholders and support sustainable approaches to oxygen access in LMICs as part of health systems strengthening, universal health coverage and pandemic prevention, preparedness and response efforts; and, at country level, for

community engagement and domestic resource mobilization. This working group is leading the effort, through a cross-working group task team, to plan and execute the development of a report to communicate progress and remaining barriers to scaling up oxygen across LMICs and the globe.

Scope of work

Objective: The consultant will lead the overall writing of the State of Access to Medical Oxygen **global** report, including content development and coordination of all necessary inputs and reviews. They will also collaborate closely with the graphic design team on the report layout and all relevant visual components. The consultant will work under the guidance of GO₂AL Advocacy Working Group co-chairs, and in close partnership with the graphic design vendor. As necessary, the consultant may acquire meaningful input from the **Leadership Committee** and members of the report task team, which encompasses members of all five GO₂AL working groups.

Scope and Key Considerations

- Attend weekly or biweekly meetings with the report task team to discuss report outline, content and timelines and coordinate, in collaboration with co-chairs, inputs from team members.
- Provide input on the overall report development timeline.
- Provide input and direction on the report template and overall look; serve as the main point of contact for the report graphic design team and collaborate/advise on all visual components.
- Develop initial drafts of all report sections and components; where required, collect and coordinate content inputs from different GO₂AL partners and other stakeholders. Review and edit (including copy editing according to WHO or UN related referencing guidelines) all content to ensure a cohesive and consistent report voice.
- Support draft report reviews and feedback loops with the task team. This will require an inception report, first draft, second draft, and final drafts.
- Provide input on content for social media graphics.
- Deliver final draft of the report to graphic design team.

Key deliverables will include:

1. Monthly updates on report progress.
2. Initial drafts of all report sections and components.
3. Final draft of full report content.

The incumbent will work under the direction of GO₂AL's Advocacy Working Group co-chairs. The incumbent will not be required to travel.

Qualifications

- University degree in public health, international development, business or public administration, data sciences or social sciences from an accredited/recognized institute.
- Significant (at least 7 years) of experience in technical report writing and copy editing, ideally in the field of global public health or international development.
- Experience developing high-quality progress reports and other communications products, ideally in the field of respiratory care and medical oxygen.
- Excellent written and verbal communication skills and fluency in English.
- Strong interpersonal, representational and organizational skills, with proven ability to facilitate and

strengthen the involvement and collaboration of a broad range of internal and external partners.

- Strong planning, organizational, and project/program management skills.
- Demonstrated ability to work as part of a team to deliver high-impact results.
- Demonstrated analytical skills, with the ability to analyze complex problems.

How to Apply

Interested candidates must submit their proposal containing the following documents to gempurchasement@clintonhealthaccess.org by 5PM CET, July 2, 2025.

- Curriculum vitae/resume with references included.
- Proposed consultation, drafting, editing and design timeline.
- Detailed description of previous similar work and related writing examples.
- Consultancy hourly rate linked to the deliverables outlined in the scope of work; expected total amount of hours required.
- All submissions must include RFP/CHAI/GO2AL-WG4-W in the subject line.