

## REQUEST FOR PROPOSALS

**RFP Title:** Technical Assistance for Management Oversight, Organizational Restructuring & Transition  
**RFP No.:** HCF-2026-004  
**Issue Date:** August 12, 2026  
**Deadline:** September 11, 2026  
**Contract Period:** Twelve (12) Months

**Compensation:** Negotiable based on qualifications, experience, scope of responsibilities, and agreed terms of engagement

**Reporting & Oversight:** The selected individual shall report to the HCF Governing Committee, work under the statutory oversight of the Administrator, and work closely with the HCF Manager.

**Summary:** The principal responsibility of this engagement is to provide management-level technical assistance and operational oversight support to the Healthcare Fund (HCF) during its organizational restructuring and transition. The selected individual will support operational continuity, organizational and financial transition, implementation of the restructured organization, and management and staff capacity development. The HCF Manager will continue to be responsible for day-to-day management and administration.

**Scope of Work & Responsibilities:** Full details are available upon request.

**Qualifications:** The individual must have demonstrated senior management and operational oversight experience, including organizational restructuring, governance, transition planning, financial transition, operational improvement, and implementation of organizational reforms. Experience in healthcare financing, insurance, social security, public-benefit administration, or comparable organizations is highly desirable. Experience working in Small Island Developing States or comparable jurisdictions is preferred.

**Education & Experience:** Must possess an advanced degree in Business Administration, Public Administration, Healthcare Administration, Finance, Economics, Management, or a related field, with at least ten (10) years of progressively responsible experience in senior management, executive leadership, consulting, organizational development, governance, strategic planning, institutional reform, public-sector management, or comparable fields.

Proposers must include a Cover Letter or Statement of Interest, Résumé/CV, Relevant Experience and Proposed Approach, Availability, Compensation Expectations, and three (3) Professional References. Proposals must be received no later than September 11, 2026 and may be submitted by mail, hand delivery, or email to:

**Technical Assistance – HCF Management Oversight, Restructuring & Transition**

Attn: Mr. Clinton Ngemaes  
Republic of Palau Healthcare Fund  
P.O. Box 679  
Koror, Republic of Palau 96940  
Email: [clint.ngemaes@ropssa.pw](mailto:clint.ngemaes@ropssa.pw) or [administration@ropssa.pw](mailto:administration@ropssa.pw)

Proposals submitted by email will be accepted, including submissions from proposers residing outside the Republic of Palau. Full RFP details and Scope of Work are also available upon request at the email addresses above.

***HCF reserves the right to reject any or all proposals, request additional information, negotiate with the preferred proposer, and accept the proposal determined to be in the best interest of the Healthcare Fund.***