

CALL FOR PROPOSALS

Development of Monitoring and Evaluation (M&E) Framework and Baseline Report for WHO Special Initiative for Mental Health in the Philippines



World Health Organization

Representative Office
for the Philippines

1. Summary

The World Health Organization (WHO) Philippines is searching for a contractual partner to support the development of the monitoring and evaluation (M&E) framework and baseline report for WHO Special Initiative for Mental Health in the Philippines under an Agreement for Performance of Work (APW) contract.

The proposals are due by 06 August 2021.

2. Background

The burden of mental health conditions such as depression, psychoses, epilepsy, dementia, and substance abuse pose significant challenge globally. In the Philippines, 2017 estimates on years of life lived with disability for two of the most common mental health conditions (anxiety and depression) was estimated at 800,000 years lived with disability (YLD)¹. In response, WHO established the *WHO Special Initiative for Mental Health (2019-2023): Universal Health Coverage (UHC) for Mental Health* which aims to ensure “all people achieve the highest standard of mental health and well-being through: 1. Advancing mental health policies; 2. Strengthening advocacy initiatives; 3. Furthering human rights; and 4. Scaling up relevant interventions and services, to reach 100 million more people. The WHO Special Initiative for Mental Health is now working in 7 of the 12 countries: Bangladesh, Jordan, Nepal, Paraguay, **Philippines**, Ukraine and Zimbabwe. For more information about the WHO Special Initiative for Mental Health, refer to: <https://www.who.int/initiatives/who-special-initiative-for-mental-health>, and <https://www.youtube.com/watch?v=mTE66JdmrRE>.

A strong Monitoring and Evaluation System (M&E) would support countries generate accurate, timely, and comparable data to inform decision-making and demonstrate progress towards goals and targets. Each WHO Special Initiative for Mental Health country work on key priorities unique to their country needs, determined through rapid situational assessments² and a design consultation process done in partnership with the Department of Health (DOH) and WHO Philippines. Consultations led to establishing a logical framework (logframe) to guide country-specific implementation, with target indicators intended to form part of a monitoring and evaluation (M&E) of work in each country. At the logframe goal level, and to support cross-country reporting, each WHO Special Initiative for Mental Health country will be required to measure:

- Access to mental health services (based on a common cross-country methodology);
- Treatment coverage (based on a common cross-country methodology); and
- At least one (country-specific) rights-based indicator.

Overall, the WHO Special Initiative for Mental Health will support and augment the delivery of target outputs and outcomes under the Service Delivery and Governance pillar of the

¹ Prevention and management of mental health conditions in the Philippines: The Case for Investment (2020)

² Situational assessments were based on rapid desk reviews, key informant interviews and facility checklists. Data quality for each country varies, but will nonetheless form a good starting point for this M&E work.

Philippines' Mental Health Strategic Plan 2019-2023, and strengthen the effective implementation of the Mental Health Act.

3. Timeline

The implementation timeline is from **16 August 2021 to 15 December 2021**.

4. Place of Assignment

Manila, Philippines

5. Scope of Work

Under the direct supervision of the WHO Country Office for the Philippines, the contractual partner/institution shall perform the following tasks/responsibilities in close collaboration with the respective officers within the DOH DPCB – Mental Health Division and related offices.

The contractual partner/institution is expected to establish M&E Framework and Baseline Report for the life of the WHO Special Initiative for Mental Health work; participate in online forums and work with academic partners from other WHO Special Initiative for Mental Health countries to agree on a common cross-country methodology for measuring access and treatment coverage; and prepare a definitive M&E baseline report to be used for future reference and M&E by each country.

Method(s) to carry out the activity

1. Review the WHO Special Initiative for Mental Health Philippines logical framework and discuss with the Department of Health and WHO Philippines about any indicator definitions, appropriate means of verification and a schedule for when / how often certain indicators should be assessed (i.e., monitored) or evaluated. This task may require a desk review of what information is currently available to facilitate implementation of the M&E framework.
2. Submit final version of a M&E framework
3. Working online, meeting with other WHO Special Initiative for Mental Health M&E partners as well as WHO Regional and HQ experts to agree on a common methodology to assess goal level indicators, specifically about access and treatment coverage. This may require meeting in out-of-office hours.
4. Working with the Department of Health and WHO Philippines Country Office and relevant WHO Special Initiative for Mental Health partners support the development and implementation of any surveys or other assessment activities necessary to complete a M&E Baseline Report (including any associated data analyses).
5. Complete drafts for review and finalise a WHO Special Initiative for Mental Health Philippines Baseline Report, based on the final M&E framework.
6. Work with the Department of Health and WHO Philippines to undertake timely and routine M&E activities as specified in the M&E framework.

Outputs and Deliverables:

Output 1: Inception Report with itemized work plan and Gantt chart of activities

Deliverable 1.1: Develop a work plan with Gantt chart of activities. The work plan will be part of the inception report that will be submitted to WHO Philippines at the beginning of the engagement. The inception report, to be submitted within 14 days of commencing the assignment, will demonstrate the contractual partner's conceptual and implementation approach and methodology, scope of work, resources required, and the timeline of activities to guide the assignment and to meet the agreed upon deliverables

Deliverable 1.2: Discuss the inception report and work plan with WHO Philippines and DOH.

Output 2: Philippines Special Initiative for Mental Health M&E framework Development

Deliverable 2.1: Submit Review of Literature and key documents (including but not limited to the WHO Special Initiative for Mental Health Philippines logical framework)

Deliverable 2.2: Discuss with the Department of Health and WHO Philippines about any indicator definitions and appropriate means of verification and a schedule for when / how often certain indicators should be assessed (i.e., monitored) or evaluated

Deliverable 2.3: Submit final version of M&E framework

Deliverable 2.4: Documentation (e.g. proceedings, minutes, photos, videos, recordings, etc.)

Output 3: Participation in the Special Initiative for Mental Health M&E virtual meetings / forum

Deliverable 3.1: Participate in virtual meetings with other WHO Special Initiative for Mental Health M&E partners as well as WHO Regional and HQ experts to agree on a common methodology to assess goal level indicators, specifically about access and treatment coverage. This may require virtual meetings in out-of-office hours.

Output 4: Plan, Design and Conduct Surveys/Assessments for M&E Baseline Report and M&E Activities

Deliverable 4.1: Develop and implement surveys or other assessment activities necessary to complete an M&E Baseline Report (including any associated data analyses)

Deliverable 4.2: Submit drafts for review and finalise a WHO Special Initiative for Mental Health Philippines Baseline Report, based on the final M&E framework.

Deliverable 4.3: Conduct/undertake timely and routine M&E activities as specified in the M&E framework.

Output 5: Technical Narrative and Financial Report

Deliverable 5.1: Submit final technical narrative report which includes possible recommendations with supporting documentation (e.g. proceedings, minutes, photos, videos, recordings, etc.)

Deliverable 5.2: Submit final financial report

CONFIDENTIALITY The results, products and reports of this APW are to be treated as confidential and must not be handed over to third parties. The DOH and WHO have the exclusive ownership of the reports and reserve the right to further disseminate relevant information.

The contractual partner will also provide disclaimer on the reports: This document has been produced with the assistance of the World Health Organization. The contents of this publication are the sole responsibility of the author, and does not necessarily reflect the opinions, recommendations, or advice of the World Health Organization.

6. Qualifications

The contractual partner must fulfil the following qualifications:

Education

- Essential: The team leader and members must have at least a Master's degree in any of the following fields: public health, epidemiology, information systems or related fields from a recognized university.
- Desirable: With post-graduate degree or advanced studies in public health, social sciences, mental health, or similar from a recognised institution.

Work Experience

- At least five years of relevant work experience in designing M&E frameworks or statistics, public health programmes
- Relevant experience in mental health program planning, operations and implementation; familiar with the health system and community system of the country

Technical Skills and Knowledge:

- With good technical writing and facilitation skills, knowledgeable in basic computer programs, efficient organizational and management skills

Competencies

- Communicating in a credible, effective and culturally competent way
- Moving forward in a changing environment
- Fostering integration and teamwork
- Producing results

7. Contract Time

The work to be done under this contract shall be the Development of the WHO Special Initiative for Mental Health in the Philippines Monitoring and Evaluation (M&E) Framework and Baseline Report as set out in the Terms of Reference. The contract will be completed in not more than 5 months from the commencement of the Work, or otherwise as agreed in writing among the Owner and the Contractor. The work shall be done in strict compliance with the Contract, Specifications, Schedules, and all other Contract documents and all Instructions. Failure to do so shall be at the Contractor's risk and account. Submission of Bid by the Contractor shall constitute acknowledgement by the Contractor that it is aware of and concurs with all of the requirements or conditions incorporated in the Call for Proposal and the other documents.

As time is an essential element of this Contract, for failure to complete all work within the stipulated as set out in the Terms of Reference, the Owner shall charge the Contractor liquidated damages. This shall be in the amount the sum of 0.5% of the total contract amount per day (Saturdays, Sundays and holidays are included) but not to exceed on total 10% (ten percent) of the contract amount. These liquidated damages shall be for the added cost incurred by the Owner for such delay and also for the inconvenience caused to the users of the Work. It is understood that this is not a penalty but a fixed sum representing the liquidated damages for each calendar day of the delay. Delay shall be counted from the agreed completion date, considering further time extensions approved by the Owner, to the date of completion of work.

8. Submission Requirements

Interested contractual academic partner and/or institution should submit electronic copies of the following:

- Cover letter
- Curriculum vitae
- Proposal

Address all proposals to:

Dr Rabindra Abeyasinghe

WHO Representative to the Philippines

Ground Floor, Building 3, Department of Health San Lazaro Compound

Rizal Avenue, Sta Cruz, Manila

Please submit the electronic copy of the proposals with the title, **Development of Monitoring and Evaluation (M&E) Framework and Baseline Report for WHO Special Initiative for Mental Health in the Philippines** to Mrs Ying Chen (cheny@who.int) and wpphlwr@who.int. Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of application is on **06 August 2021**.