

CALL FOR PROPOSALS

Technical Assistance to support the development of the Philippines' National Objectives for Health 2023 to 2028



**World Health
Organization**

Representative Office
for the Philippines

1. Summary

The World Health Organization (WHO) Philippines is looking for a technical team or institutional partner to provide technical support for the development of the National Objectives for Health 2023 to 2028 under an Agreement for Performance of Work (APW) contract.

General objective: To develop the National Objectives for Health 2023-2028

Specific objectives:

- *Identify root causes of critical issues in the health sector*
- *Formulate goals, objectives and strategies for 2023 to 2028 based on the situational analysis and plausible scenarios in the future; and*
- *Identify indicators and baseline data, set targets and develop a monitoring plan for the NOH 2023-2028.*

Proposals are due by **8 May 2022**.

2. Background

The National Objectives for Health (NOH) are the Department of Health's medium-term strategic plan for health of the Philippines. The NOH 2017-2022 has served as the medium-term roadmap of the Philippines towards achieving universal health care (UHC). It specifies the objectives, strategies and targets of DOH's *Formula One Plus* for Health built along the health system pillars of financing, service delivery, regulation, governance and performance accountability. As such, it has guided prioritization of interventions, allocation of resources and collaboration by the national government, local government units (LGUs) and other health partners in order to contribute to the attainment of UHC.

As the current NOH is about to conclude, there is a need to prepare the DOH's next medium-term strategic plan for the health sector. The DOH plans to employ foresight and participative approaches in developing the next NOH, which will need to be future-proof and agile.

Development of the NOH is led by the DOH Health Policy Development and Planning Bureau (HPDPB). In this regard, WHO has been requested to provide technical assistance to DOH to support the development of the Philippines' National Objectives for Health 2023 to 2028.

3. Timeline

The implementation timeline is from **12 May 2022** to **30 May 2023** (approximately 13 months).

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 shall perform the following work under direction from the Chief of the Health Planning Division, Health Policy Development and Planning Bureau (HPDPB) of the Department of Health, and coordinate with other senior technical staff as directed by the DOH.

Methods of work

The contractor is required to utilize the following methods to carry out the activities:

- a. Conduct a comprehensive review of literature (particularly the following documents) and other available documents/data sources and will utilize the following in developing the NOH:
 - The draft UHC Conceptual framework developed using a theory of change approach
 - DOH units' position papers on the draft UHC conceptual framework
 - Emerging trends, scenarios and transformations from the UHC Transformative Agenda
 - Results of the assessment/evaluation of the National Objectives for Health 2017-2022.
- b. Data collection methods will include desk reviews, surveys, key informant interviews and focus group discussions among others.
- c. Utilize participative approaches in consulting all levels of clients and partners, which include the public, LGUs, national government agencies, civil society organizations, experts, key opinion leaders, development partners, non-health stakeholders.
- d. Coordinate, organize, facilitate consultations/writeshop/workshops.
 - (i) At least 2 weeks before each activity, the contractor will submit to the HPDPB the guide questions, invitations, design of the workshop/consultation/writeshop
 - (ii) Submit documentation of each activity 1 week after its completion.

This work includes organizing and facilitating the conduct of the following data collection workshops, consultations, writeshops:

- External consultation of the draft UHC Conceptual framework developed using a theory of change approach
- Internal (ie DOH) integration workshop of all collected inputs and available information
- Strategic communication workshop to package the strategic policy framework ready for endorsement of the Secretary of Health
- Translation of the strategic policy framework into an administrative order**
- Development of M&E framework and plan **
- Other data collection activities/workshops/consultations/writeshops may be conducted until strategic policy framework and NOH are finalized and approved by the Secretary of Health

(For activities marked **, the contractor will provide inputs and fully support the HPDPB to develop/draft the document concerned.)

- e. Coordination with DOH
 - The contractor shall coordinate closely with the HPDPB throughout the duration of the work

- The HPDPB shall have the prerogative to call for a meeting at any time, and the contractor shall consider such a request as necessary.
- All deliverables are subjective to acceptance by the HPDPB.

The contractor will produce the following outputs and deliverables:

(Note for activities marked ** the contractor will provide inputs and fully support the HPDPB to develop/draft the document concerned.)

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

Deliverable 1.1: The inception report, to be submitted within 7 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 (please also refer to Table 1 below providing indicative timelines for completion of the NOH). The inception report will include data collection tools and an initial list of stakeholders to be consulted.

Output 2: Strategic policy framework

Deliverable 2.1: By month 3 (refer table 1): Package the strategic policy framework ready for endorsement by the Secretary of Health, and submit communications materials (video, slide deck and briefer). This will include completion of the following activities:

- Undertaking external consultation of the draft UHC Conceptual framework developed using a theory of change approach
- Conducting an internal (ie DOH) integration workshop of all collected inputs and available information
- Organizing/facilitating a strategic communication workshop to package the strategic policy framework ready for endorsement of the Secretary of Health
- Support the DOH and provide inputs so that DOH may translate the strategic policy framework into an Administrative Order**
- Package the strategic policy framework, ready for endorsement by the Secretary of Health, together with communications materials (video, slide deck and briefer).

Output 3: Develop National Objectives for Health 2023-2028

Deliverable 3.1: Edited, lay-out, print-ready version of NOH2023-2028. This will include completion of the following activities:

- By month 8: submit (i) guide questions for the NOH writeshop, and (ii) a communication and dissemination plan
- Organize and facilitate writeshop and copy edit NOH write-up** (writeup will be undertaken by HPDPB with input and full support by the contractor)
- Provide input and support HPDPB to develop a M&E framework and plan**
- By month 10: submit edited, proof-read version of the NOH2023-2028 write-up

- By month 11, submit final lay-out version of NOH2023-2028 ready for printing and provide ongoing support to proof read the print version and respond to any issues raised by the printer (to be separately contracted)

Deliverable 3.2: In month 13, undertake activities to disseminate NOH2023-2028 to DOH units and stakeholders and submit documentation of dissemination activities.

Output 4: Technical Narrative and Financial Report

Deliverable 4.1: Submit a final summary technical report – this will summarise work completed over the course of the contract including annexes of reports of completion of activities with supporting documentation (e.g. draft reports, proceedings, minutes, participant lists, photos, videos, recordings, etc.)

Deliverable 4.2: Submit a suitable financial report.

Timelines

Table 1: Indicative timelines for completion of the NOH

	2022								2023				
Activity	May (M1)	Jun (M2)	Jul (M3)	Aug (M4)	Sep (M5)	Oct (M6)	Nov (M7)	Dec (M8)	Jan (M9)	Feb (M10)	Mar (M11)	Apr (M12)	May (M13)
Inception report	X												
Desk review	X	X	X										
Data collection workshops/ consultations/ writeshops*	X	X	X	X	X	X	X	X	X				
Packaging of framework for endorsement to SOH	X	X											
Translation of framework to an Administrative Order			X	X	X	X	X	X					
Writing and copy-editing of NOH								X	X	X			
Layout and printing of NOH											X	X	
NOH dissemination										X			X

*Multiple data collection activities/workshops/ consultations/ writeshops may be conducted until strategic policy framework and NOH are finalized and approved by the next Secretary of Health (SOH)

6. Confidentiality

The results, products and reports of this APW are to be treated as confidential and must not be handed over to third parties, even after conclusion of the contract. 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 a disclaimer on the reports: This document has been produced with the assistance of the World Health Organization. The contents of this report do not necessarily reflect the opinions, recommendations, or advice of the World Health Organization.

7. Contract Time

The work to be done under this contract shall be APW to support the development of WHO Philippines' National Objectives for Health 2023 to 2028 as set out in the Terms of Reference. The contract will be completed in not more than 13 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 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. Qualifications

The technical team or institutional partner must fulfil the following requirements:

Education and Certifications

- Essential: The team leader and members must have at least a Master's degree in public health, health policy, social sciences or in any field directly relevant to this work from recognized universities.

Work Experience:

- Team leader should have at least 15 years of relevant work experience public health, health policy, or similar.

- Team members should have at least five (5) years of relevant work experience in foresight, policy development, strategic planning, strategic communications, graphic design.
- The team leader and relevant team members must have good familiarity with the Philippines' health system and the mandate of the Department of Health.

Skills / Technical skills and knowledge:

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

Language Requirement:

- The team or any team member must be fluent in English and Tagalog, both oral and written.

9. Other Requirements

The contractor (both the institution and any individuals engaged on this work) shall have no direct or indirect involvement or interest, in any form, in arms dealing, drugs, alcohol industry, tobacco industry or human trafficking. The contractor and personnel involved in this work shall have no conflicts of interest in relation to the work being undertaken.

10. Management of Conflict of Interest

Any interest by entity (individual/organization/company), expert or member of the project team that may affect or reasonably be perceived to (1) affect the expert's objectivity and independence in providing advice to WHO related to the conduct of a project, and/or (2) create an unfair competitive advantage for the expert or persons or institutions with whom the expert has financial or interests (such as adult children or siblings, close professional colleagues, administrative unit or department).

WHO's conflict of interest rules are designed to identify and avoid potentially compromising situations from arising thereby protecting the credibility of the Organization and of its normative work. If not identified and appropriately managed such situations could undermine or discount the value of expert's contribution, and as consequence, the work in which the expert is involved. Robust management of conflicts of interest not only protects the integrity of WHO and its technical/normative standard setting processes but also protects the concerned expert and the public interest in general.

11. Ethical and Professional Standards

WHO prides itself on a workforce that adheres to the highest ethical and professional standards and that is committed to put the WHO Values Charter into practice.

WHO has zero tolerance towards sexual exploitation and abuse (SEA), sexual harassment and other types of abusive conduct (i.e., discrimination, abuse of authority and harassment). All members of the WHO workforce including its contractual partners have a role to play in promoting a safe and respectful workplace and should report to WHO any actual or suspected cases of SEA, sexual harassment, and other types of abusive conduct. To ensure that

individuals with substantiated history of SEA, sexual harassment or other types of abusive conduct are not hired by the Organization, WHO will conduct a background verification of final candidates.

12. Submission Requirements

Interested institutions/teams should submit electronic copies of the following:

- Cover letter.
- Proposal with financial details and proposed timeline.
- Institutional profile and qualifications of team members.

Address all cover letters and proposals to:

Dr Rajendra-Prasad Hubraj Yadav

Acting 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 **Technical Assistance to support the development of the Philippines' National Objectives for Health 2023 to 2028** to Mrs Ying Chen (cheny@who.int) and to wpphlwr@who.int. Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of proposals is on **8 May 2022**.