

CALL FOR PROPOSALS
Technical Assistance to Conduct Training of PHC
Team on the IEC Toolkit/ Job Aid Tool



1. Summary

The World Health Organization (WHO) Philippines is looking for an individual or institution contractual partner to provide technical assistance for the conduct a series of training of the PHC Team on the IEC Job Aid tool as part of the Subnational Initiative Project Phase 2, under an Agreement for Performance of Work (APW) contract; 1 APW partner for both Davao Region and Agusan del Sur and 1 APW partner for Aklan.

The proposals are due by 5 May 2022.

2. Background

The World Health Organization Philippines Country Office is currently implementing the Subnational Initiative Project Phase 2 (SNIP2) in collaboration with the Philippines Department of Health and with funding support from the Korea International Cooperation Agency (KOICA).

The project is called "Strengthening Health Care Provider Network (HCPN) with Enhanced Linkage to Community for Reproductive, Maternal, Neonatal, Child and Adolescent Health (RMNCAH). The objective is to improve the health systems of the three (3) regions for better health for maternal, child, and adolescent health. The project will respond based on the following health outcomes; supported communities to develop effective approaches to essential health services for RMNCAH, strengthened governance and management for the responsiveness of HCPN, and sustained and scaled up the initial gains in Region XI from the Subnational Initiative Phase 1 Project. Especially in Phase 2, participation of community level is one of the main activities.

Under the Primary Health Care (PHC) framework, the Barangay Health Worker (BHW) plays a vital role in the delivery of health information and assist in the delivery of other health services within the health system. BHWs serve as the first point of contact between the health care system and the community. A Barangay Health Worker (BHW) is one of the front-liners who assist health service providers (HSPs) in providing health care services at the barangay level; they are vital in Barangay Health Centers'/ Stations because they provide assistance and support to physicians, dentists, nutritionists, public health nurses, and midwives. They undergo several training programs under any accredited government and non-government organization and voluntarily render primary health care services in the community after having been accredited to function as such by the local health board following the guidelines promulgated by the Department of Health.

WHO developed an advocacy material packaged as an IEC toolkit/job aid, on MNH for use by the barangay health team (BHT) which is, under the UHC are called PHC team. The PHC team is composed mostly of BHWs, together with midwives, the barangay captain and other volunteers assisting and supporting the health sector. This IEC toolkit/job aid will serve as a visual guide in conducting the health education during the recommended seven home visits from pre-pregnancy, pregnancy and up to the first 28 days postpartum. It contains key health messages to help the target audience to gain or enhance their awareness and knowledge of their own health and that of their family.

The primary objective of this endeavour is to ensure that PHC team members can understand and deliver the content of the IEC Toolkit/Job Aid accordingly and correctly. Advancing the capacity of the PHC team members will support the improvement of MNH services. Thus, a well-equipped trained team can guarantee better demand generation for health services in the community.

3. Timeline

The implementation timelines for the projects are:

- a) From 15 May to 30 August 2022 (3.5 months for Agusan del Sur and Davao Region)
- b) From 15 May to 15 July (2 months for Aklan)

4. Place of Assignment

Will be based within the project site region or province, where the engagement shall be implemented.

5. Scope of Work

The contractual partner shall work under contract with the Office of the World Health Organization Representative in the Philippines as part of the Sub-National Initiative Phase 2, under the direct supervision of the RMNCAHN Technical Officer and in collaboration with the Field Coordinators, closely collaborating with the respective Provincial Health Offices.

In close collaboration with WHO/PHL and PHOs, the following activities shall be carried out:

Output 1: To develop a training design and PowerPoint presentations, case for analysis and other related materials subsequent to the protocols and guidelines that reduce the risk of exposing the participants to infection by COVID-19 virus

Deliverable 1.1: Training design, including final window schedule, or training program, for the Training

Deliverable 1.2: Scout possible training venues and submit list to WHO Country Office(List includes name of venue, address, email address, telephone or mobile phone number and contact person)

Deliverable 1.2: Post training monitoring and supportive supervision guide/ tool.

Deliverable 1.3: Detailed training implementation plan with funding requirements for facilitation, concurred and endorsed by the respective PHOs or Safe Motherhood Programme Officer

Output 2: Organize, Conduct and document training in coordination with WHO-SNI, PHOs and LGU-RHUs and other partners

Deliverable 2.1: Prepared list of training materials including but not limited to: invitation letters, participants training kit, trainers guide and training supplies

Deliverable 2.2: Completed list and profiles of training facilitators and training schedule.

Deliverable 2.3: Completed list of confirmed participants and actual conduct of training.

Deliverable 2.4: Training report, including photo documentation and signed training certificates to be distributed to all participants.

Output 3: Develop a strategy to be used in the project to ensure sustainability of the implementation

Deliverable 3.1: Formulate post-training monitoring and evaluation (PTME) tool to be used by PHO and MHO to continually assess the status of implementation of the health education using the Job Aid.

Deliverable 3.2: Conduct at least 2 PTME of the earliest group of trained PHC members, document and submit PTME results, gaps if any and recommendations

Output 4: End of engagement technical and financial report, to include key recommendations for scale up training, and PTME and coaching.

6. Qualifications

The contractual partner or institution's members must fulfil the following educational qualifications and work experience:

Education

- Essential: Educational Degrees or Certificates of any "Bachelor's Degree" or equivalent degree on health or social sciences.
- Desirable: Master's degrees on public health, or health systems management, is an advantage.

Work Experience

- At least 5 years' experience in organizing and conducting training, especially on RMNCAH.
- At least 5 years work experience with Local Government Units (LGU).
- With relevant experience in community engagement among BHW, community organizing and on public health.
- Good writing and interpersonal skills. Excellent writing, interpersonal skills and strong communication skills.
- Knowledge of and work experience with the UN system and knowledge of UN system procedures is an advantage

Technical Skills and Knowledge

- Extensive knowledge and skills in training/human resource capacity building.
- Knowledge and familiarity with WHO and DOH work, relevant policies and operations.
- Excellent oral communication and reporting skills.
- Familiarity with the BHW groups and health system in the Philippines.
- Proficient in project strategy and implementation

Language Fluency:

- Expert fluency in English, Tagalog and Cebuano is an advantage, both oral and written.

7. Contract Time

The work to be done under this contract shall be completed as set out in the Terms of Reference. The contract will be completed in not more than 3.5 months (Agusan del Sur and Davao Region) and 2 months (Aklan) 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. 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.

9. 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 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 a 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.

10. Submission Requirements

Interested institutions and/or individuals should submit electronic copies of the following:

- Cover letter
- Proposal with financial details and proposed timeline
- Company profile and qualifications of team members (if institution) or curriculum vitae (if individual)

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 cover letters and proposals with the title **Technical Assistance to Conduct Training of PHC Team on the IEC Toolkit/ Job Aid Tool** to Mrs Ying Chen (cheny@who.int) copied to wpplwr@who.int Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of proposals is on **5 May 2022**.