

CALL FOR PROPOSALS
Development of an Innovative Mental Health
Capacity Building Design Intervention for Local
Chief Executives



1. Summary

The World Health Organization (WHO) Philippines is searching for an internationally recognized institutional or academic partner to support Development of an Innovative Mental Health Capacity Building Design Intervention for Local Chief Executives under an Agreement for Performance of Work (APW) contract.

The proposals are due by 4 May 2022.

2. Background

The WHO Special Initiative for Mental Health Philippines supports the delivery of target outputs and outcomes under Governance pillar of the Philippines' Mental Health Strategic Plan 2019-2023 and strengthen the effective implementation of the Mental Health Act. One area to be prioritized included is the creation of sustainable mental health governance and accountability structures. More info: WHO Special Initiative for Mental Health: Philippines

Section 38 of the Mental Health Law IRR states that Local Chief Executives (LCE) have duties and responsibilities in implementing the Law in their respective areas. To strengthen mental health leadership and governance, the capacity building intervention for LCE would enable them to formulate policies, ordinances and deliver quality mental health services in the community.

The role of LCEs in the operationalization of the Mental Health Act: establishment of sustainable financing; integration of mental health care in basic health care services; scale up of quality mental health services and facilities; capacity building of health workforce; promotion and protection of human rights is vital in achieving the goals of the Special Initiative for Mental Health in the Philippines.

With this, the Department of Health has requested WHO Philippines to facilitate the development of an innovative mental health capacity building design intervention for Local Chief Executives (LCE).

3. Timeline

The implementation timeline is from May to October 2022.

4. Place of Assignment

Philippines or International Location (Remotely)

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 Disease Prevention and Control Bureau – Mental Health Division and related offices.

The overall aim is to strengthen leadership for mental health systems development and mental health service delivery, including procedures for monitoring the implementation of the Philippines Mental Health Act.

The contractual partner/institution is expected to:

1. Review existing mental health – related documents (policies, framework, strategic plan, rapid assessment on the status of mental health program, guidelines, best practices, tools)
2. To develop and conduct a mental health capacity building intervention needs assessment for LCE
3. To design a package of materials for advocating and implementing key activities of the WHO Special Initiative for Mental Health Philippines programme and the implementation of the Mental Health Act– focusing on sustainable mental health governance and accountability structures at Local Government Unit (LGU) level.
4. To conduct/facilitate an online/virtual forum and encourage innovative design thinking for Local Chief Executives in:
 - To strengthen mental health leadership and governance; the capacity building intervention for LCE would enable them to formulate policies, ordinances and deliver quality mental health services in the community.
 - To achieve the goals of the WHO Special Initiative for Mental Health in the Philippines through establishment of sustainable financing; integration of mental health care in basic health care services; scale up of quality mental health services and facilities; capacity building of health workforce; promotion and protection of human rights
<https://www.who.int/publications/i/item/mhgap-operations-manual>
5. To develop a monitoring and evaluation framework and tools for periodic implementation (aligned with the Special Initiative for Mental Health Philippines M&E)
6. Develop framework for the innovative mental health capacity building design for LCEs
7. Draft and finalize the capacity building design for LCE (aligned with national and local set up of program implementation) with participation of stakeholders
8. Conduct pilot implementation of the innovative design for LCE
9. Recommend strategies/modeling to strengthen the roll out of the capacity building component to communities and multisectoral level

Outputs and Deliverable:

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 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.

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

Output 2: Literature Review and Capacity Building Intervention Needs Assessment for LCE

Deliverable 2.1: Conduct desk review of current literatures, models for mental health governance; Conduct capacity building intervention needs assessment for LCE

Deliverable 2.3: Submit report on the results of the assessment and key documents/tools to DOH and WHO

Output 3: Package of materials for advocating and implementing key activities of the WHO Special Initiative for Mental Health Philippines programme and the implementation of the Mental Health Act at LGU level

Deliverable 3.1: Plan, design and submit a framework and package of materials for advocating and implementing key activities of the WHO Special Initiative for Mental Health Philippines programme and the implementation of the Mental Health Act-focusing on sustainable mental health governance and accountability structures at LGU level.

Deliverable 3.2: Present and submit electronic copies of the framework and package of materials in a cloud storage, properly labelled and sorted to DOH and WHO Philippines for approval

Output 4: Online/Virtual Forum on Innovative Design Thinking for Local Chief Executives

Deliverable 4.1: Plan, Design and Facilitate an online/virtual forum on Innovative Design Thinking for LCE with DOH and WHO Philippines in:

- strengthening mental health leadership and governance; the capacity building intervention for LCE would enable them to formulate policies, ordinances and deliver quality mental health services in the community.
- achieving the goals of the WHO Special Initiative for Mental Health in the Philippines through establishment of sustainable financing; integration of mental health care in basic health care services; scale up of quality mental health services and facilities; capacity building of health workforce; promotion and protection of human rights
<https://www.who.int/publications/i/item/mhgap-operations-manual>

Deliverable 4.2: Support the conduct pilot testing of the innovative design for LCE

Deliverable 4.3: Develop and submit a monitoring and evaluation framework and tools for periodic implementation on the innovative design

Deliverable 4.4: Submit Progress Report and supporting documents (e.g., proceedings, minutes, photos, videos, recordings, etc.).

Output 5: Technical Narrative and Financial Report

Deliverable 5.1: Submit final technical report including documentation and analysis of outcome of the capacity building design intervention, supporting documentation (videos, photos, attendance, recordings, proceedings, powerpoint presentations, etc) and possible recommendations on strategies/modeling to strengthen the roll out of the capacity building component to communities and multisectoral level

Deliverable 5.2: Submit 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 results, products, 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 or institution's member 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, medicine 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 recognized institution

Work Experience

- Team Leader must have at least 7 years of relevant work experience in Mental Health capacity building design interventions and implementation of public health programmes
- Relevant experience in mental health program planning, operations and implementation; familiar with the health system and community systems of the country

Technical Skills and Knowledge:

- With good technical writing and facilitation skills, knowledgeable in basic computer programs and virtual/online platforms, 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 an Innovative Mental Health Capacity Building Design Intervention for Local Chief Executives 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. 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. 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.

10. 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 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.

11. Submission Requirements

Interested institutions should submit electronic copies of the following:

- Cover letter.
- Proposal with financial details and proposed timeline.
- Company profile and curriculum vitae of the 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 **Development of an Innovative Mental Health Capacity Building Design Intervention for Local Chief Executives** 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 **4 May 2022**.