

CALL FOR PROPOSALS

Capacity Building of Green Building Professionals in the DOH on Green, Safe and Resilient Health Facilities



**World Health
Organization**

Representative Office
for the Philippines

1. Summary

The World Health Organization, Country Office in the Philippines (WHCO PHL) is looking for an individual or institutional contractual partner that can provide technical assistance for the capacity building of Green Building Professionals in the Department of Health (DOH) on Green, Safe and Resilient Health Facilities, under an Agreement for Performance of Work (APW) contract.

The proposals are due by 31 August 2021.

2. Background

In 2020, even at the time when resources were stretched for intensified responses to the Coronavirus Disease 2019 (COVID-19) pandemic, the DOH has maintained its work on Climate Change and Health being a key area in national commitment and action. In health facility development, the DOH pursued and raised standards towards ensuring that built environments in health care are green, safe and climate resilient. With support from development partners, such as WHO, significant progress included the initiatives on the development of green and safe facility standards, updating of the Philippine Health Facility Development Plan towards Universal Health Care (UHC), and facility audits on energy efficiency and conservation, waste management, and water, sanitation and hygiene (WASH).

There is a need for the DOH to continue pursuing this track in health facility development as it is most opportune in the country's move towards a New, Better Normal. The National Government for several fiscal years has directed the mainstreaming of emergency preparedness, disaster risk reduction (DRR), and climate change adaptation and mitigation (CCAM) measures. In 2019, the DOH-issued Department Circular No. 2019-0059 that encouraged health facilities to subject their projects to country-based voluntary green rating systems. As part of its mandates, Health Facility Development (HFDB) needs to support the uptake of government health facilities of green building certification with the necessary learning and development interventions.

This initiative recognizes the strategic value of mainstreaming green building rating as means to establish the Green and Safe Health Facilities Program. There is an existing voluntary rating system in the Philippines known as the Building Ecologically Responsive Design Excellence (BERDE) Rating System, which is comparable to voluntary systems in other countries such as Singapore and Australia. It was already adopted in selected local governments in the country and is recognized by the Department of Energy (DOE) as the country's voluntary green building rating system. The DOH has prior issuances that encouraged green building rating and green procurement regimes in health facilities.

The DOH is collaborating with relevant partners for the continual updating of policies, plans and standards in order to keep the existing voluntary rating systems relevant to the country's health care industry. The system provides optional credits that could be applied to health care building projects (which can introduce Patient Safety, WASH FIT, among others). It is also open for enhancement of measures relevant in health care such as indoor environment quality consistent with infection prevention and control and healing environments.

To facilitate this initiative, technical assistance (TA) is needed to enhance the capacity of green building professionals in the DOH on Green, Safe and Resilient Health Facilities. Through this TA's learning interventions and certification exams, green building professionals as implementers and subject matter experts will be established in DOH national and regional offices and health facilities, enabling a wide-scale institutionalization effort, and ensures continuous planning and management in relation to achieving targets and sustaining green standards, which in turn, contributes to the nationally mandated climate change adaptation and mitigation measures in government institutions as well as climate resilience in facilities as provided in the Philippine Health Facility Development Plan towards Universal Health Care.

The objectives of the technical assistance are as follows:

- a) Identify the general standards, strategies and directions for building health sector capacity for green, safe and climate-resilient health facility development;
- b) Determine the needs of DOH central, regional and health facility personnel as technical assistance providers and/or program implementers on green, safe, climate-resilient health facility development, operations and maintenance;
- c) Produce a program for learning interventions to develop green, safe and climate-resilient health facilities among target DOH central, regional and health personnel including training modules, teaching aids and learning facilitation tools, and measurement tools for learning and work application; and
- d) Provide testing and certification to target DOH central, regional and health facility personnel as may be required in voluntary green building rating systems.

3. Timeline

The implementation timeline for the project is from **6 September to 15 December 2021** for **Package 1**; and **15 January to 15 April 2022** for **Package 2**.

4. Place of Assignment

Manila, Philippines

5. Scope of Work

Under the supervision of the Health and Environment Team of the WHO Country Office in the Philippines, the Contractual Partner/Institution/Organization shall perform the following tasks/responsibilities in close collaboration with the DOH Health Facility Development Bureau (HFDB) and related offices.

Method(s) to conduct the activity

The development of the technical document(s) may be completed by conducting a combination of desk reviews, focus group discussions, interviews, meetings or any related methods as agreed, to conduct assessments, consolidate existing tools, guidelines, and standards, and to document best practices.

Furthermore, the contractual partner is expected to:

- Ensure that activities are in line with national, regional and local policies requirements;
- Establish and maintain effective working relationships with co-workers and representatives from other organizations and agencies;
- Attend national, regional or local meetings as necessary; and
- Perform other related duties and responsibilities that may be assigned.

Proposals shall be prepared in two packages. Each package will have separate contract as the activities will cross-over the WHO biennium system (2020-2021 and 2021-2022).

Package 1 (6 September - 15 December 2021)

Output 1: Inception Report

Deliverable 1.1: *Inception report*. The inception report shall contain specific methodologies and activities with identified offices to be involved, locations of activities, materials needed, and tentative dates. HFDB shall be consulted in finalizing this report before submission to WHO.

Output 2: Learning and development intervention plan

Deliverable 2.1: Engage concerned offices, agencies and organizations as necessary in defining general standards and directions for the national program, and a capacity building needs assessment and programming, held as group processes, face-to-face or virtual.

Deliverable 2.2: Facilitate the drafting and finalization of the learning and development intervention plan in agreement with DOH.

Deliverable 2.3: Organize the logistics and resource persons for the conduct of training and qualifying examinations for Green Building Professionals, learning needs analysis, learning evaluation, and work application evaluation. Engage the services of existing country-based voluntary rating systems for the purpose.

Deliverable 2.4: Organize the conduct of learning interventions (with evaluation and recognition mechanisms) using online a/synchronous platforms for participants identified by the HFDB (targeting 80% of them as certified green building professionals), such as:

- a. Central Office (Health Facilities and Infrastructure Team, Health Facility Development Bureau, Health Facilities Enhancement Program, Health Emergency and Management Bureau, Procurement Service, Health Facilities and Services Regulatory Bureau and other related offices)
- b. Center for Health Development (Health Facility Development Unit, Health Facilities Enhancement Program, Regulatory, Licensing and Enforcement Division and other related offices)
- c. Hospitals (Medical Center/Hospital Chief Office, Engineering and Maintenance Department, and other related department)

Deliverable 2.5: Produce audio, video and photographic recordings and written documentation (including monitoring of attendance) in relation to implementation of capacity building activities. Ensure documents and records are organized, secure and consistently updated.

Output 3

Deliverable 3.1: Submit final technical report

Deliverable 3.2: Submit financial report

Package 2 (15 January -15 April 2022)

Output 4

Deliverable 4.1: Organize the logistics and resource persons for the focused/ specialized training/orientation on Green and Safe Health Facilities standards and guidelines.

Deliverable 4.2: Prepare the tools and other logistics for the assessment of the participants' health facility using the Green Viability Assessment (GVA) Tool as part of the training to come up with initial findings and analysis.

Deliverable 4.3. Conduct meetings and facilitate discussions with experts and DOH staff to come up with draft DOH strategies on the sustainability of accreditation/certification programs on Green and Safe Health Facilities.

Deliverable 4:4 Produce audio, video and photographic recordings and written documentation (including monitoring of attendance) in relation to implementation of capacity building activities. Ensure documents and records are organized, secure and consistently updated.

Output 5

Deliverable 5.1: Submit final technical report

Deliverable 5.2: Submit financial report.

6. Qualifications

The contractual partner must fulfil the following qualifications:

Education and Certifications

- If individual: Relevant post-graduate degree in health, environment, natural resource management or related field.
- If Institution: The team leader has relevant post-graduate degree in health, environment, natural resource management or related field.

Experience required:

If Individual or institution:

- Preferably with substantial consultancy, project, program or service experience related to health development, disaster risk reduction, climate change adaptation and mitigation, green building, and program of work
- Previous experience in providing similar services to UN agencies, DOH or other Government agencies is an advantage.

Skills / Technical skills and knowledge:

If individual or institution:

- Excellent skills in developing capacity development plans and tools, conducting training and in documenting training procedures.
- Excellent knowledge or background on health, Water, Sanitation and Hygiene (WASH), disaster management, climate change on health, green hospitals, and green building rating.

Language requirements:

- Excellent English communication skills (written and oral).

In addition, the contractual partner must have no direct or indirect interest in the tobacco industry, alcohol industry, arms dealing or human trafficking.

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7. Other Requirements

a. The Contractual Partner shall

- Engage professionally with interested parties such organizations and offices outside, and units inside the DOH in relation to this TA provision
- Procure from suppliers of goods and services in relation to this TA provision, with due diligence in exercising sustainable materials consumption
- Adhere to policies, processes and procedures enforced in the DOH office
- Provide the DOH responsible unit with updates in the progress of the work plan implementation and other monitoring information
- Timely address to the DOH and WHO for any incidence or emerging risk that may hinder the efficiency or quality of deliverables and outputs
- Exercise care for the space, furniture and equipment entrusted by the DOH

b. The DOH-HFDB shall

- Assign the proper unit/s to support and counterpart in processes, deliverables and outputs of the integrated work program
- Provide the appropriate work and storage space, access and use to office equipment for the performance of the TA Provider's duties and responsibilities
- Provide orientation to familiarize TA Provider with policies, processes and procedures enforced in the office
- Ensure proper introduction and integration of the TA Provider in the workforce, and facilitate cohesion in the workflow of its office
- Schedule and ensure venues for the TA Provider to report progress of work, timely receive advice on the continuous improvement of work
- Perform duties to support the obligations stated in the TA Provider's contract with the engaging organization.

8. Contract Time

The work to be done under this contract shall be Technical Assistance for the capacity building of Green Building Professionals in the Department of Health (DOH) on Green, Safe and Resilient Health Facilities as set out in the Terms of Reference. The contract will be completed in not more than 3.5 months for package 1 and 3.5 months for package 2 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.

9. Submission Requirements

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

- Cover letter
- Curriculum vitae (for individuals)
- Company profile and qualifications of team members (for institutions)
- Proposal with methodology, financial details and timeline

Address all proposals to:

Dr Rabindra Abeyasinghe

WHO Representative in 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: **Capacity Building of Green Building Professionals in the DOH on Green, Safe and Resilient Health Facilities** to wpphlwr@who.int. Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of proposals is on **31 August 2021**.