

# CALL FOR PROPOSALS

**Technical Assistance for the updating of the Immunization Profiles of the Philippines**



**World Health Organization**

Representative Office  
for the Philippines

## 1. Summary

The World Health Organization, Country Office in the Philippines is looking for an individual contractual partner to provide technical assistance in updating the Philippines' Immunization Profiles (1 national and 17 regional profiles) under an Agreement for Performance of Work (APW) contract.

The proposals are due by 25 July 2021.

## 2. Background

Amid the unprecedented COVID-19 pandemic, following the closure of polio outbreak and completing nationwide vaccination campaign for mitigating the risk of large measles outbreak, the Philippines' National immunization programme stands at a defining moment in building strong and resilient immunization programme. In line with this, the Department of Health is developing its EPI Strategic Direction. In the recent discussions on the EPI Strategic Direction, the good work done in 2019-2020 in the area of comprehensive data analysis and profiling immunization programme has demonstrated its great value in facilitating programmatic diagnosing and planning exercise.

Further, given the COVID-19 continues to negatively impact the provision of essential health services including immunization services, closely tracking programmatic performance and effective advocating with health leaders at both national and regional levels are imperative to enable timely corrective actions. In response to this need, initiation of monthly EPI bulletin, towards eventually an on-line real-time dashboard platform, was identified as one of key activities undertaken by national immunization programme in the second half year of 2021.

### Purpose:

The overall objective of this Agreement for Performance of Work (APW) is to update the Philippines' Immunization Profiles (1 national and 17 regional profiles) and initiation of monthly EPI bulletin, through comprehensive and in-depth analysis using available data in the area of immunization supply chain, routine immunization, surveillance of vaccine preventable diseases, and any other associated information.

## 3. Timeline

Total working days: **40 days**

Proposed salary: 250 USD per day

Duration: 01 August through 20 December 2021

## 4. Place of Assignment

Manila, Philippines

## 5. Scope of Work

Under the supervision and guidance of the Vaccine Preventable Diseases and Immunization Team Leader of WHO Philippines Country Office, the APW will work together with Department of Health – Epidemiology Bureau and related offices and shall perform the following tasks/responsibilities.

1. to develop analysis proposal, including objectives, areas for analysis; a list of data required, methodologies and expected outcomes;
2. to conduct in-depth analysis on the performance of immunization systems against selected key indicators, using the latest available data;
3. to conduct secondary analysis with relevant survey data, including the latest Demographic and Health Survey (DHS) and UNICEF's Multiple Indicator Cluster Surveys(MICS) whenever accessible, to measure equity in immunization services;
4. to draft, revise, and finalize the Philippines' Immunization Profiles, including one national profiles and 17 regional profiles.
5. to initiate the development of EPI monthly bulletin and on-line EPI dashboard;
6. to guide the consolidation & visualization of rich data associated with polio outbreak response activities, as part of documentation;
7. to complete other tasks assigned by the supervisor, upon on request; and
8. to submit final technical and financial report by end of the contract

### Expected Deliverables:

1. Comprehensive data analysis products (tables, charts), at national level, by region, in editable and usable formats (e.g. in Excel);
2. Finalized products of IMMUNIZATION PROFILES FOR IMMUNIZATION – to meet the quality standard for publication by DOH, including
  - Formal publication, including one national profile and 17 regional profiles
3. Monthly EPI bulletins: automatic data analysis tool/s; EPI bulletin template; and
4. Steps and resources mapped out for the development of on-line EPI dashboard

### Technical Supervision

The selected contractual partner will work with the supervision of:

Responsible Officer:	Dr Rabindra Abeyasinghe WHO Representative	Email:	<a href="mailto:abeyasingher@who.int">abeyasingher@who.int</a>
Manager:	Dr Xiaojun Wang Medical Officer	Email:	<a href="mailto:wangxia@who.int">wangxia@who.int</a>

## **6. Qualifications**

The contractual partner must fulfill the following qualifications:

### Qualifications required:

- University degree related to the scope of work (degree in statistics, public health, or related sciences);
- At least five-year experience in public health or other social development programs;
- Experience in conducting data analysis and developing country profiles in the area of public health, preferably immunization programme (requiring submission of relevant products developed)
- Good knowledge of immunization programme.

### Language requirements:

- Written and spoken fluency in English is essential

## **7. Other Requirements**

Essential: No conflict of interest regarding the concerned companies which might bias judgement.

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

## **8. Competencies**

- Technical competence in research and public health
- Ability to engage and communicate with multiple stakeholders
- Skills to respect and promote individual and cultural difference
- Capability of working harmoniously with a positive attitude at work

## **9. Completion of Work**

The work to be done under this contract shall be renewing/updating the Philippines' Immunization Profiles to the Philippines, as set out in the Terms of Reference. The contract will be completed in not more than 6 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.

## **10. Submission Requirements**

Interested individuals should submit electronic copies of the following:

- Cover letter
- Curriculum vitae
- Proposal with methodology, financial details and timeline
- Link to a portfolio of previous work relevant to the TOR (uploaded on file sharing services such as Dropbox or Google Drive)

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: **Technical Assistance for the updating of the Immunization Profiles of the Philippines** to Mrs Ying Chen ([cheny@who.int](mailto:cheny@who.int)) and [wpphlwr@who.int](mailto:wpphlwr@who.int). Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of proposals is on **25 July 2021**.