

# CALL FOR PROPOSAL

**Contractual Partner for the Development of the Technical Report and Manuscript for the 3rd Philippine TB Drug Resistance Survey (DRS3) Project**



**World Health Organization**

Representative Office  
for the Philippines

## 1. Summary

The World Health Organization (WHO) Philippines is looking for an individual or institutional contractual partner to support the DOH National Tuberculosis Reference Laboratory in developing the technical report and manuscript for the 3<sup>rd</sup> Philippine TB Drug Resistance Survey (DRS3) Project under an Agreement for Performance of Work (APW) contract.

The proposals are due by 30 May 2022.

## 2. Background

Although progress has been made in the fight against tuberculosis (TB), major obstacles remain in the efforts to achieve global targets to end TB. Drug-resistant TB is one of them. The emergence of drug resistance, especially multidrug-resistant TB (MDR-TB), poses a serious threat to public health and progress achieved in recent years in the management of drug-resistant TB and constraints to healthcare systems; the latter, in particular, as a result of high costs of providing treatment and care which are disproportionately high in comparison to drug-susceptible TB.

Surveillance of drug resistance is therefore important to estimate the magnitude of potential emergence of resistance at the population and programme level, understand disease trends, and forecast diagnosis and treatment supplies, among others.

The World Health Organization recommends that in settings where continuous surveillance systems are not established, periodic surveys for estimating the burden of drug resistance are conducted.

The first national drug resistance survey in the Philippines was conducted in 2004, and a second survey was then carried out in 2012. The third national drug resistance survey was completed in 2022 by The National Tuberculosis Reference Laboratory (NTRL) within the Research Institute for Tropical Medicine (RITM). Currently, the NTRL requires technical assistance to report on the findings of this survey, and additionally, to write up a summary in the form of an article for publication in a peer-review journal.

## 3. Timeline

The implementation timeline for the project is from **06 June to 31 July 2022** (a total of 45 working days).

#### 4. Place of Assignment

Manila, Philippines or can be conducted remotely.

#### 5. Scope of Work

Under the supervision of the National TB Reference Laboratory and in consultation with the World Health Organization, the contractual partner shall perform and accomplish the following tasks and deliverables:

- a. Work with and facilitate collaboration among the National TB Reference Laboratory, NTP partners, WHO, and Research Institute of Tuberculosis (Japan Anti-Tuberculosis Association) to plan, write, and revise technical report for the DRS3 project through e-mail correspondence and consultative meetings.
- b. Format, edit, and review (including proofreading) the draft technical report and manuscript for the DRS3 project.
- c. Provide technical advice on content, format, and organization
- d. Perform other duties assigned pertinent to the project

#### **Deliverables:**

| <b>Output 1: DRS3 Technical Report</b>             |                                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Deliverable 1                                      | <b>Draft DRS3 Technical Report</b> <ul style="list-style-type: none"><li>- Includes a summary of the report with key-findings to serve as basis for infographics and poster presentation</li><li>- Include a slide set of the salient aspects and main findings from the TR</li><li>- To undergo 2-3 review session with NTRL and WHO</li></ul> |
| Deliverable 2                                      | <b>Complete Final DRS3 Technical Report</b> <ul style="list-style-type: none"><li>- should be polished editorially (with sources and citations) and is ready for printing and publication</li><li>- Finalized following the review of NTRL and WHO</li></ul>                                                                                    |
| <b>Output 2: Manuscript for Journal Submission</b> |                                                                                                                                                                                                                                                                                                                                                 |
| Deliverable 1                                      | <b>Draft Manuscript</b> <ul style="list-style-type: none"><li>- Formatted and finalized based on target journal</li><li>- Includes pre-final version of abstract and body, key data visualizations (graphs, tables, figures, appendices, etc.), and reference/citations.</li><li>- To undergo 2-3 review session with NTRL and WHO</li></ul>    |
| Deliverable 1                                      | <b>Finalized Manuscript</b> <ul style="list-style-type: none"><li>- Finalized following the review of NTRL and WHO</li></ul>                                                                                                                                                                                                                    |

**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 reports and reserve the right to further disseminate relevant information. Documents, other information and/or statistics that are not publicly available and have been provided to the contractor for the purposes of undertaking this work may not be published, further analysed, disclosed to third parties, or used for any other purpose even after the end of the contract.

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.

### **Management of Conflict of Interest**

Any interest by an entity (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 the expert's contribution, and as a 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.

## **6. Completion of Work**

The work to be done under this contract shall be a Contractual Partner for the Development of the Technical Report and Manuscript for the 3rd Philippine TB Drug Resistance Survey (DRS3) Project as set out in the Terms of Reference. The contract shall be completed in not more than 2 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 an acknowledgment 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.

## **7. Qualifications**

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

### **Education of staff involved:**

- Essential: A qualified laboratory specialist in related sciences with over 5 years of experience improving laboratory capacity and in the conduct of drug resistance surveys
- Desirable: Master's degree in laboratory sciences or any equivalent field; Advance training in TB drug resistance surveillance

### **Experience required:**

- Essential: More than 5 years of relevant experience in drug resistance surveillance and;
- Desirable: technical writing, publication management, and similar works.

### **Technical Skills and Knowledge:**

- Sound knowledge in DR-TB surveillance
- Technical knowledge in data analytics and use of statistical software such as R or STATA.
- Ability to work harmoniously as a member of a team, adapt to diverse educational and cultural background and maintain a high standard of personal conduct

### **Language requirements:**

- Written and spoken fluency in English is essential

### **Competencies:**

- Technical competence in the field of communicable diseases
- 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

### **Other requirements:**

The contractor 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.

### **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.

### **8. 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 an individual)
- 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 Rajendra 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 documents with the title, **Contractual Partner for the Development of the Technical Report and Manuscript for the 3rd Philippine TB Drug Resistance Survey (DRS3) Project** 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.

The deadline for submission of proposals is on **30 May 2022**.