

# CALL FOR PROPOSALS

**Contractual partner to support the development of the National Advocacy Plan on HIV and AIDS**



**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 HIV Team of the WHO Philippines Country Office in various activities involving the development of the National Advocacy Plan on HIV and AIDS under an Agreement for Performance of Work (APW) contract.

The proposals are due by 11 June 2021.

## 2. Background

In October 2020, the Philippine National AIDS Council (PNAC) was requested by the Philippine Country Coordinating Mechanism Oversight Committee (PCOC), to develop a national advocacy plan on HIV and AIDS. This request was endorsed by the Council to the PNAC IEC and Advocacy Committee. The development of national advocacy plan needs to consider the following recommendations.

- (i) The national advocacy plan is focused, structured and the product of a participatory process with key stakeholders for ownership.
- (ii) The national advocacy plan includes clearly defined milestones in the Work Plan Tracking Mechanism (WPTM) for tracking progress in advocacy.
- (iii) The advocacy plan should be able to (i) define the problem - identifying if there is consensus among the key stakeholders on the nature of the problem and solutions and, if not, what needs to happen to achieve this; (ii) identify how to portray the priority issue in ways that can inspire external audiences to act; (iii) build coalition - forging alliances with external actors, particularly ones outside the health sector that could be instrumental in securing the financial, political or technical support to achieve the desired outcome (e.g., private sector, Ministry of Finance); and (iv) identify institutions that can facilitate collective action and oversee the implementation of the advocacy plan.
- (iv) In order to address sustainability, and as part of the advocacy strategies, the country may consider exploring programmatic approaches - such as piloting social contracting mechanisms for prevention - as well as monitoring the evidence of increased domestic investment in prevention.

While the Philippine Government has acknowledged that the country has the fastest growing HIV epidemic in the world and has placed HIV among its top health response priorities in the last few years, the COVID-19 pandemic has sidelined HIV as manifested in the reallocation of the budgets to COVID-19, repurposing of government staff, among others. There is a need to advocate with the Philippine government and stakeholders at national and local levels the imperative to sustain commitment to ending AIDS including in the context of

COVID-19. The development of a national advocacy plan helmed by the PNAC is timely and critical.

**Objectives:**

To provide technical support to the PNAC in the development of a National Advocacy Plan on HIV and AIDS and its component Monitoring and Evaluation Framework.

It is expected that critical components of the said plan will include the two key advocacy objectives of the MFR-HR: (1) to increase domestic investments for HIV programmes; and (2) to improve the quality, scope, and scale of HIV programmes. Correspondingly, the Plans' M&E Framework should include monitoring the evidence of increased domestic investment in HIV prevention.

### **3. Timeline**

The project will require **60 days** of work over a period of three (3) months from **21 June to 20 August 2021**.

### **4. Place of Assignment**

Manila, Philippines.

### **5. Scope of Work**

The assignment will include desk reviews, as well as key informant interviews, focus group discussions (FGDs) and consultations with PNAC members and key government agencies, Civil Society Organizations (CSOs), key populations and PLHIV will be done online and face-to-face (to the extent allowed the Covid-19 situation).

The contractual partner shall:

- a. Facilitate and document all the relevant PNAC meetings and consultations of PNAC Committees and focus group discussions (FGDs) with Key Affected Populations (KAP) and other stakeholders to be scheduled and organized by the PNAC Secretariat;
- b. Consolidate the outputs of the various consultations and FGDs;
- c. Provide technical support to the PNAC IEC and Advocacy Committee in analyzing outputs from the consultations and data gathering activities;
- d. Finalize the National Advocacy Plan and present to the Plenary for the approval of the Council;
- e. Maintain close collaboration with the PNAC IEC and Advocacy Committee and other stakeholders through the working arrangements set by the Committee to ensure timely accomplishment of project deliverables, taking into considerations the current COVID-19 situations in the country/locality.
- f. Ensure the data privacy and confidentiality of the KAP's involved in the consultations.

**Deliverables:**

**Deliverable 1:** Project workplan with details of activities, timelines and milestones

**Deliverable 2:** Three (3) drafts of the National Advocacy Plan, the third being the final draft approved by the PNAC

**Deliverable 3:** Hard and electronic copy of the National Advocacy Plan

#### Implementation Arrangements:

- Country ownership is the main principle that underpins the implementation of this assignment. The Chair of the PNAC IEC and Advocacy Committee shall, therefore, be the first line supervisor of the contractual partner and shall be responsible for providing overall technical guidance. The PNAC IEC and Advocacy Committee shall also approve the outputs of the lead writer.
- The TLF-SHARE Collective is the Sub-Recipient of the Global Fund Matching Fund for Human Rights under which this project will be implemented. As such:
  - The TLF-SHARE Collective will manage the implementation of the assignment and shall ensure adherence to the timelines and deliverables as reflected in the approved project workplan. It shall also provide technical inputs and guidance throughout the process for the finalization of the deliverables/outputs.
  - The PNAC IEC and Advocacy Committee, through the PNAC Secretariat, shall provide regular updates to the TLF-SHARE Collective on the progress of the development of the plan, particularly on relevant discussions within the Committee that will affect the timelines and deliverables of the project.
- World Health Organization Philippines shall be the second level reporting for the contractual partner and shall sign off on all fund disbursements. Payments to the contractual partner shall be made by the WHO upon receipt of clearance of outputs in writing by the Chair of the PNAC IEC and Advocacy Committee to the Executive Director of the TLF-SHARE Collective and WHO Philippines, with copies of approved outputs.

#### 6. Qualifications

##### Education of staff involved:

- Essential: Bachelor's Degree in Political Science, Social Science or related field
- Desirable: Postgraduate degree

##### Experience required:

- Minimum of three (3) years' experience in advocacy projects/programs funded by recognized national or international organizations.
- Experience and familiarity in engagements with government agencies and civil society organizations, especially PNAC.
- Experience in technical writing and development of action plans and other related documents.

##### Technical Skills and Knowledge:

- Expertise with HIV, Gender and Human Rights issues
- Technical know-how in conducting online consultations and focus group discussions
- Extensive skills in research, data collection and analysis, and scientific and technical writing
- 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

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.

## **7. Competencies**

- Technical competence in action planning and Gender and Human Rights issues
- 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

## **8. Submission Requirements**

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

- Cover letter
- Proposal with financial details and proposed timeline
- Curriculum vitae (for individuals)
- Company profile and qualifications (CVs) of team members (for institutions)
- Link to a portfolio of previous work relevant to the TOR (uploaded on file sharing services such as Dropbox or Google Drive)

Address all documents 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 documents with the title “**Contractual partner to support the development of the National Advocacy Plan on HIV and AIDS**” to Mrs Ying Chen ([cheny@who.int](mailto:cheny@who.int)) copied to [wpphlwr@who.int](mailto:wpphlwr@who.int). Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of proposals is on **11 June 2021**.