

# CALL FOR PROPOSAL

## Technical Assistance for the Establishment of Age-Friendly Environment in selected LGU



**World Health  
Organization**

Representative Office  
for the Philippines

### 1. Summary

The World Health Organization (WHO) Philippines is looking for an individual or an institutional contractual partner to provide technical assistance for the Implementation of Age-Friendly Cities and Communities Initiatives under an Agreement for Performance of Work (APW) contract.

The proposals are due by 17 April 2022.

### 2. Background

There are 7.55 million Senior citizens in the Philippines, adding up to 7.5% of the total population. By 2040 this number is predicted to more than double, reaching 18.6 million or 14% of the total population. The pace of ageing is accelerating due to improvements in life expectancy and declining fertility rates.

Age Friendly Cities and Communities (AFCC) is a global initiative which aims to adapt the environments to be better suited for people of all ages. Older people's health relies not only on the available health services, but also their living environment, both physical and social. Creating a supportive environment is essential for people to age-in-place, while maintaining their intrinsic capacity and functional ability.

A multi-sectoral collaboration is required to incorporate the right policies and services at all levels, from national to local governments. Age-friendly environments can support healthy ageing by enhancing health, social inclusion and well-being throughout the life course. Since creating age-friendly environments is based on a long-term vision, it is important that this work starts early and across all the relevant sectors.

The National Commission of Senior Citizens (NCSC), established under the Office of the President, is working together with the Department of Health to implement the Age Friendly Cities and Communities initiative in the Philippines. Several activities have already taken place since the beginning of 2021.

#### **Objectives:**

- Develop a model for LGU in establishing age-friendly environment
- Identify strategy in developing a Philippine National Framework and Action Plan on Age-Friendly Cities and Communities learning from the LGU model

### 3. Timeline

The implementation timeline for the project is from 20 April 2022 to 20 December 2022.

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

Manila, Philippines

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

Under the supervision and guidance of the Health Systems Team Coordinator of WHO Philippines Country Office, in coordination with the National Commission of Senior Citizens, Paranaque LGU, DOH Disease Prevention and Control Bureau - Elderly Health and Special Population Division and Health Promotion Bureau, the APW shall do the following:

##### **Output 1. Inception Report and Activity Plan**

Deliverable 1.1. Complete technical and financial proposal with attached budget matrix and Gantt chart of activities

##### **Output 2. Support the establishment of the Age-Friendly Environment in selected LGUs**

Deliverable 2.1. Conduct a comprehensive review and mapping of available evidence/literature on best practices, implementation and impact of creating an age-friendly environment

Deliverable 2.2. Conduct local stakeholder mapping to identify all key partners

Deliverable 2.3. Following the WHO AFCC guide, organize and facilitate local workshops, including focus group discussions with senior citizens, relevant local community organizations, LGU and other stakeholders on implementation of Age-Friendly environment

Deliverable 2.4. Propose and/or provide guidance in the development and adoption of key business processes for the creation of Age-Friendly environment and coordinating these effectively with internal and external stakeholders for their concurrence and proper orientation and information (Taskforce/Network within the LGU)

##### **Output 3: Support the systematic documentation of this project including lessons learned to operationalize or model for scalability to other sites**

Deliverable 3.1. Propose a clear results framework in the course of continuous planning and implementation with key stakeholders

Deliverable 3.2. Document stories detailing journeys of individuals, families or a group of older people in the course of their encounters as a consumer of services; and

Deliverable 3.3. Propose a toolkit to make this innovation a scalable practice or intervention adaptable to other situations and/or feed in the development of a national implementation framework

##### **Output 4: In coordination with the National Commission of Senior Citizens, propose/recommend a strategy or process in developing the National Framework and Action Plan for Age Friendly Cities and Communities Initiative**

Deliverable 4.1. Based on the learnings from the implementation in LGUs and mapping of best practices, case studies across and consultation with relevant stakeholders and partners, propose/recommend a strategy or process in developing a Philippine Framework and Action Plan on Age-Friendly Cities and Communities

**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.

## **6. Completion of Work**

The work to be done under this contract shall be Technical Assistance for the Establishment of Age-Friendly Environment in selected LGU as set out in the Terms of Reference. The contract shall be completed in not more than 8 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 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 individual contractual partner or institution's members must fulfil the following qualifications:

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

The team leader and members must have at least Masters' degree in health, organizational management, development policy and other social sciences, economic or urban planning. A PhD and/or extensive publication history is desired

### **Experience required:**

- At least seven to ten (7-10) years of relevant work experience in public health sector and local health system
- At least three to five (3-5) projects or research undertaken with government institutions or academic institutions of similar nature and magnitude in the Philippines and/or internationally

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

- Research and development of National Framework
- Development of toolkits by WHO and other agencies

### **Language requirements:**

- Good English communication (writing and speaking) skills.

### **Other requirements:**

- Essential: The contractual partner must have no direct or indirect interest in the tobacco industry, alcohol industry, arms dealing or human trafficking.

## **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 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, **Technical Assistance for the Establishment of Age-Friendly Environment in selected LGU** 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 **17 April 2022**.