

CALL FOR PROPOSALS

Contractual partner to conduct a Knowledge, Attitude, Practices (KAP) Survey for the National Rabies Prevention and Control Program



**World Health
Organization**

Representative Office
for the Philippines

1. Summary

The World Health Organization (WHO) Philippines is looking for an institutional contractual partner to conduct a knowledge, attitude, practices (KAP) survey for the National Rabies Prevention and Control Program of the Philippines in order to refine the risk communication and health education approaches for rabies control and prevention in the Philippines.

The proposals are due by 30 July 2021.

2. Background

Messaging about rabies has varied in recent years in terms of geography, focus, communication channels and target audiences. Anecdotal evidence shows that some of the general public still misunderstand rabies risks, signals, and best practices for management. Lack of knowledge and misconceptions about rabies remains one of the major causes for people with animal bites to fail to access and complete post-exposure prophylaxis to prevent rabies.

A Knowledge, Attitude and Practices (KAP) survey is a quantitative method (predefined questions formatted in standardized questionnaires) that provides access to quantitative and qualitative information. KAP surveys reveal misconceptions or misunderstandings that may represent obstacles to the activities to be implemented and potential barriers to behavior change.

3. Timeline

The implementation timeline for this project is from **05 August to 31 October 2021**.

4. Place of Assignment

The work can be conducted remotely from WHO premises.

5. Scope of Work

Under the supervision of the Technical Officer for Rabies, the contractual partner shall:

- I. Construct the survey protocol;
- II. Pre-test the survey;
- III. Prepare the survey;
- IV. Contract, train and deploy surveyors;
- V. Conduct the KAP survey in the field;
- VI. Analyze findings;
- VII. Provide recommendations;
- VIII. Create graphically designed survey report, slide-decks, infographics and social media cards; and

IX. Disseminate the survey results through presentation/s and publication/s

Deliverables:

Deliverable 1: Inception report showing implementation plan with milestones

Deliverable 2: Survey protocol

2.1: Representative at the regional level

2.2: Survey groups: general public, dog owners, health workers, police

2.3: Pre-tested survey

Deliverable 3: Surveyor training

3.1 Training materials

Deliverable 4: Data collection

4.1: Data collection tools, including digital solutions

Deliverable 5: Survey report dissemination

5.1: Report with recommendations for improved risk communication and health education approaches

5.2: Presentation, slide-decks, infographics and social media cards

5.3: Academic publication

Deliverable 6: Financial report

6. Completion of Work

The work to be done under this contract shall be Technical Assistance to conduct a Knowledge, Attitude, Practices (KAP) Survey for the National Rabies Prevention and Control Program, Philippines as set out in the Terms of Reference. The contract will be completed in not more than 3 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.

7. Qualifications

Specific requirements of the lead team members

Education of staff involved:

- Essential: University degree in public health-related field
- Desirable: Advanced university degree in public health-related field

Experience required:

- Essential: Field experience conducting research; at least two years' experience in rabies control
- Desirable: Field experience conducting KAP survey

Technical Skills and Knowledge:

- Research
- Data analysis
- Technical writing
- Presentation

Language requirements:

- Essential: Fluency in English and Tagalog
- Desirable: Fluency in Bisaya

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

- Able to adapt to relevant and reasonable project demands and submit deliverables within timelines
- Able to find creative solutions for working within pandemic restrictions

9. Submission Requirements

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

- Cover letter
- Proposal with financial details and proposed timeline
- Company profile and qualifications (CVs) of team members
- 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 conduct a Knowledge, Attitude, Practices (KAP) Survey for the National Rabies Prevention and Control Program, Philippines**” to Mrs Ying Chen (cheny@who.int) copied to wpplwr@who.int. Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of proposals is on **30 July 2021**.