

# CALL FOR PROPOSALS

Technical Assistance in the Conduct of Mental Health and Psychosocial Support (MHPSS) Training of Trainers for Healthcare Providers in BARMM including the Island Provinces



**World Health Organization**

Representative Office  
for the Philippines

## CALL FOR PROPOSALS

### 1. Summary

The World Health Organization (WHO) Philippines is looking for an institutional/individual contractual partner to provide technical assistance in the conduct of Mental Health and Psychosocial support (MHPSS) training of trainers for healthcare providers in BARMM including island provinces under an Agreement for Performance of Work (APW) contract.

The proposals are due by 8 June 2022.

### 2. Background

Exposure to disasters and emergencies not only brings about destruction and loss of lives, livelihood and property, but also causes immense and unquantifiable sufferings in the lives of those affected, especially the children, the poor and persons with disabilities, whose capacity to cope with a disaster is limited. Almost all people affected by emergencies will experience psychological distress, which for most people will improve over time. Among people who have experienced war or other conflict in the previous 10 years, one in five (22%) will have depression, anxiety, post-traumatic stress disorder, bipolar disorder or schizophrenia.

People with severe mental disorders are especially vulnerable during emergencies and need access to mental health care and other basic needs. International guidelines recommend services at a number of levels—from basic services to clinical care—and indicate that mental health care needs to be made available immediately for specific, urgent mental health problems as part of the health response.

Despite their tragic nature and adverse effects on mental health, emergencies have shown to be opportunities to build sustainable mental health systems for all people in need. With this, psychosocial health supports are essential to protect mental and psychosocial well-being in emergencies through multi-sectoral collaboration in providing contextually and culturally appropriate psychosocial services. The provision of Mental Health and Psychosocial Support (MHPSS) to communities and individuals, particularly the vulnerable groups during the COVID-19 pandemic is crucial and life-saving stance.

As the government continues to implement measure to support MHPSS as an important component of the disaster preparedness and response, the Ministry Health of BARMM has requested WHO Philippines to support the Capacity Building of Trainers on MHPSS as part of the WHO Special Initiative for Mental Health Philippines subnational Initiative to expand quality services for mental health in the communities. [WHO Special Initiative for Mental Health: Philippines](#)

### 3. Timeline

The implementation timeline for the engagement is from **June 2022** to **August 2022**.

### 4. Place of Assignment

Manila, Philippines

Davao City Philippines

Bangsamoro Autonomous Region of Muslim Mindanao, Philippines

## **5. Scope of Work**

Under the direct supervision of the WHO Country Office for the Philippines, the contractual partner or institutional partner shall perform the following tasks/responsibilities in close collaboration with the respective officers within the BARMM Ministry of Health and Department of Health Philippines and other relevant offices.

Objective:

The overall objective of the training is to enhance the knowledge, skills and attitude of the participants to identify, assess, and manage priority mental health conditions in emergency settings.

Resources/References:

[Mental health in emergencies \(who.int\)](https://www.who.int/emergencies/mental-health)

[Basic Psychosocial Skills: A Guide for COVID-19 Responders - UTS Open](#)

**Outputs and Deliverables:**

### **Output 1: Inception Report with itemized work plan and Gantt chart of activities**

**Deliverable 1.1:** Develop a work plan with Gantt chart of activities. The work plan will be part of the inception report that will be submitted to WHO Philippines at the beginning of the engagement. The inception report, to be submitted within 7 days of commencing the assignment, will demonstrate the contractual partner's conceptual and implementation approach and methodology, scope of work, resources required, and the timeline of activities to guide the assignment and to meet the agreed upon deliverables.

Minimum Content: Background/Review of Literature, Objectives and Outputs, Proposed Methodology, Program of Activities: List of Activities, Timeline, Project Management/Support Structure

**Deliverable 1.2:** Discuss the inception report and work plan with BARMM MOH and WHO Philippines.

### **Output 2: Capacity Building on locally adapted/harmonized MHPSS training package with BARMM MOH and WHO Philippines**

**Deliverable 2.1:** Plan, design, and conduct an MHPSS Training of Trainers for 35-40 non-specialist service providers in primary care facilities in BARMM with MOH BARMM, DOH and WHO Philippines

**Deliverable 2.2:** Provide post-training supervision and mentoring activities and support development of cascade plans

**Deliverable 2.3:** Submit cascade plans for MHPSS training in BARMM including the Island Provinces

**Deliverable 2.4:** Submit and Present Progress Report with Documentation materials (e.g. proceedings, minutes, photos, videos, recordings, attendance sheet, evaluation summary, presentations)

### **Output 3: Technical Narrative and Financial Report**

**Deliverable 3.1:** Submit Final Technical Report including documentation and analysis of outcome of the capacity building and adaptation of relevant MHPSS resources, possible recommendations with supporting documentation (e.g. proceedings, minutes, photos, videos, recordings, attendance sheet, evaluation summary, presentations)

**Deliverable 3.2:** Submit final financial report.

**NOTE: Every report should have the following disclaimer:**

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## **6. Qualifications**

The individual contractual partner or institution's members must fulfil the following qualifications:

### **Education and Certifications**

- Essential: The team leader and members must have at least a Master's degree in any of the following fields: public health, epidemiology, medicine or related fields from a recognized university.
- Desirable: With post-graduate degree or advanced studies in public health, social sciences, mental health, or similar from a recognized institution.

### **Work Experience:**

- Team Leader must have at least 7 years of relevant work experience in MHPSS capacity building and implementation, mental health and public health programmes
- Relevant experience in mental health and psychosocial support program planning, operations and implementation; familiar with the health system and community system of the country.

### **Skills / Technical skills and knowledge:**

- With good technical writing and facilitation skills, knowledgeable in basic computer programs, efficient organizational and management skills.
- Knowledgeable in the works of the National Disaster Risk Reduction and Management Council, International and Local MHPSS partners

**Language Requirement:**

- The team or any team member must be fluent in English and Tagalog both oral and written.

**Competencies**

- Communicating in a credible, effective and culturally competent way
- Moving forward in a changing environment
- Fostering integration and teamwork
- Producing results.

**7. Other Requirements**

The contractor (both the institution and any individuals engaged on this work) 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.

**8. Contract Time**

The work to be done under this contract shall be **APW Technical Assistance in the Conduct of Mental Health and Psychosocial Support (MHPSS) Training of Trainers for Healthcare Providers in BARMM including the Island Provinces** 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 the requirements or conditions incorporated in the Call for Proposal and the other documents.

As time is an essential element for 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% of the contract amount. These liquidated damages shall be for the added cost incurred by the Owner for such delay and 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.

**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.

### **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).

World Health Organization (WHO) conflict of interest rules is designed to identify and avoid potentially compromising situations from arising thereby protecting the credibility of the Organization and 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.

### **Confidentiality Statement**

All input from participants and all related documents about the project are confidential and must **NOT** be handed over to third parties. The contractual partner should advise the participants on how to opt-out or withdraw their statement(s) if needed. The DOH and WHO have exclusive ownership of all documents, and only DOH and WHO have the right to disseminate any information outside the agreed project's scope.

## **9. Submission of 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))

Address all proposals to:

### **Dr Rajendra Prasad Hubraj Yadav**

Acting WHO Representative in the Philippines  
Ground Floor, Building 3, Department of Health San Lazaro Compound  
Rizal Avenue, Sta Cruz, Manila

Please submit the electronic copy of the cover letter and proposals with the title “**Technical Assistance in the Conduct of Mental Health and Psychosocial Support (MHPSS) Training of Trainers for Healthcare Providers in BARMM including the Island Provinces**” 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 application is on **8 June 2022**.