



Request for Application (RFA)

RH-RFA-2022-009

Activity Title:	Organization and Mobilization of Retired Midwives for the Rollout of Enhanced Usapan for Family Planning in Luzon
Type of Subaward:	Subgrant from RTI International
Type of Subgrant:	Simplified Cost Reimbursement or Fixed Amount Award with Payment Milestones
Term of Subgrant:	November 16, 2022- November 15, 2023
Source of Funding:	United States Agency for International Development (USAID) - Cooperative Agreement 72049218CA00009 issued to RTI International
This Subgrant supports:	ReachHealth – a USAID funded project
Submit Proposal to:	Grant Selection Committee USAID’s ReachHealth Project Office Address: Unit A-D, 16F Strata 2000 Building F. Ortigas Jr. Road, Ortigas Center, 1600 Pasig City Email: rhgrants@ph-reachhealth.rti.org
Date of Issue of RFA:	September 18, 2022
Date Questions from Applicants Due:	October 3, 2022, Monday
Date Proposal Due:	October 17, 2022, Monday
Approximate Date Subgrant Issued to Successful Applicant(s):	November 11, 2022
Request for Application Number:	RH-RFA-2022-009
Instructions for Applicants:	

RTI International is a trade name of Research Triangle Institute. RTI and the RTI logo are U.S. registered trademarks of Research Triangle Institute.

Please find Statement of Work for the activity in the Attachment A to this RFA.

Respond via e-mail to rhgrants@ph-reachhealth.rti.org with a proposal of how your organization will implement the activity.

Submit the following documents in the application package:

- 1) Completed and signed Grant Application Form in PDF format (Attachment B to this RFA)
- 2) A copy of the completed Grant Application Form above in MS Word format
- 3) Budget and Budget Notes (Attachment C to the RFA) in the Excel Format
- 4) Signed Certifications and Assurances (Attachment D)
- 5) Completed and signed Organizational Control Environment Questionnaire (Attachment F)
- 6) A copy of Current Firm/Company registration certificate
- 7) A copy of BIR registration certificate

Evaluation and Award Process:

RTI International will award a subgrant to one responsible applicant whose proposal conforms to the RFA and will be most advantageous to RTI International, price and other factors considered.

Required Qualifications:

To qualify, the CSO must have the following minimum qualifications:

- SEC registered midwifery association that includes several retired midwives trained on FPCBT-1.
- Familiar with demand generation strategies and interventions in health programs.
- Experience working with Provincial/City Health Offices.

Evaluation Criteria for the Proposals:

- | | | |
|-----|--|------------|
| (a) | Technical approach | –30 points |
| (b) | Organization’s capacity | –20 points |
| (c) | Implementation Team | –20 points |
| (d) | Organization’s Experience (Past Performance) | –10 points |
| (e) | Budget | –20 points |

Total Score – 100 points

RTI International is a trade name of Research Triangle Institute. RTI and the RTI logo are U.S. registered trademarks of Research Triangle Institute.

Technical Approach/Implementation Plan (30 points)

The technical approach will be evaluated on the overall merit and feasibility of the proposed approach and strategies to complete the scope of work. The technical response includes all key elements outlined in the proposal format section of the RFA. The Applicant should not simply repeat what is described in the RFA but describe their specific technical approach that will ensure implementation of the project in an organized, efficient, ethical, and timely manner. The technical proposal will be scored on being well organized, coherent, comprehensive, and complete and should include all activities in the scope of work.

For each deliverable, the Applicant describes the associated tasks and methods to accomplish the task, team member(s) responsible, length of time to accomplish, and expected outputs or products. The Applicant includes a timeline with major activities and deliverables.

Organizational Capacity (20 points)

The CSO provides organizational profile and a description of the submitting organization's capacity to manage (technically, administratively, and financially) this activity, and to deliver results within the specified period. The Applicant describes how they will ensure the availability and stability of key technical staff assigned to the project including other technical experts for the duration of the performance period of the grant. The Applicant includes information about structural, administrative, and technical resources within the organization that they will leverage to support the proposed work (e.g., core staff, software, computers, office space, technical skills, etc.).

Implementation Team (20 points)

The applicant submits a description of all members of the implementation team. Team may be composed of the Team Leader (TL) who will serve as the key technical expert to lead the implementation of technical tasks under the grant and other management, program, and operations personnel. The TL has extensive technical experience in curating and supporting innovations.

The proposal includes a detailed description of the role of each key member. Desired characteristics and hiring numbers for different team roles, and preferred criteria for hire are included.

Organizational Experience (Past Performance) (10 points)

Recent projects are those completed within the last five years. Relevant projects are those that include engaging with strategic partners and managing innovation processes.

Budget (20 points)

The Applicant provides a detailed budget that includes line items that are consistent with the technical approach and requirements described in the proposal (budget format is provided as an attachment). The Applicant submits a budget with relevant line items, number of units, per unit costs, and total costs in the local currency PHP. The budget includes narrative notes to justify the anticipated number of units and unit costs for each line item. Proposed budget will be assessed for reasonability of its elements and total cost required to complete the SOW.

Monitoring and Reporting:

The CSO will be technically managed by Luzon's SBC and Gender Program Officer, **Algin Gultia** with technical and operational support from the Regional Manager, **Glenn Bede Benablo**. It will be technically monitored by the senior Provincial/City Technical Officers – **Rodolfo Anacan Jr.** for Calabarzon, **Jennie Adea** for NCR, **Richard Serrano III** for Bicol, and **Jerico Del Rosario** for Central Luzon.

The Project's Deputy Chief of Party, **Edgardo Catalan**, is the final technical approving officer for payment of deliverables under this SOW. Financial, contractual, and administrative concerns shall be under the supervision of the Director of Operations.

All applicants are responsible to carefully review each attachment and follow any instructions that may be relevant to this subgrant announcement.

Attachments to the RFA:

- 1) Attachment A: Statement of Work
- 2) Attachment B: Grant Application Form
- 3) Attachment C: Budget and Budget Notes
- 4) Attachment D: Certifications and Assurances
- 5) Attachment E: Quick Start Guide for Getting a Unique Entity ID
- 6) Attachment F: Organizational Control Environment Questionnaire
- 7) Attachment G: Logical Framework