



Request for Application (RFA)

RH-RFA-2022-011

Activity Title:	Establishment of a Functional Integrated Family Planning-Adolescent Reproductive Health (FP-ARH) Center for Teens in Four Selected Private Hospitals and One DOH-Retained Hospital - Mindanao
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- August 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-2022-011
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:

The CSO/ NGO or institution shall have chapter or qualified professional teams in Mindanao and capable to provide technical assistance and support for Establishing and Strengthening of Functional Center for Teens providing integrated FP-ASRH services to select hospitals in Mindanao. To qualify, the potential organization and team members must have the following qualifications:

- Proven track record in implementing FP-ASRH projects or Center for Teens especially in Mindanao areas.
- At least 3 to 5 years of experience working in LGUs and hospitals.
- Expertise in setting up structures, mechanisms and protocols, policies, and systems for cooperation and integration of sustainable services in hospital setting.
- Expertise in conducting workshops including the use of online platforms.
- Excellent oral and written communication and reporting skills, interpersonal and social skills, can relate well with local colleagues, as well as policy makers, health managers and health workers.
- Able to take responsibility for technical quality and timely delivery of project outputs.
- Proficient in basic ICT systems and applications.
- Excellent track record in implementing health and health related projects including partnering with youth organizations and collaborations with government agencies.
- Willing to travel to proposed sites.
- Expertise in Conducting Rapid and Comprehensive HEEDSSS.
- Able to identify referral linkages for upward (higher level facilities) and downward referrals (Schools, Barangay Health Stations (BHS)/Rural Health Units (RHUs)) including Adjunct Services (TESDA, DSWD, PNP, etc.).

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

Evaluation Criteria for the Proposals:

- (a) Technical approach – 40 points
- (b) Organization’s capacity – 10 points
- (c) Implementation Team – 20 points
- (d) Organization’s Experience (Past Performance) – 10 points
- (e) Budget – 20 points

Total Score – 100 points

Technical Approach (40 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 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 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 technical activity, 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 (10 points)

The company 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 contract. 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 detailed description of all members of the implementation team. The Team may be composed of the Team Leader (TL) who will serve as the key technical expert in organizing Center for Teens on FP and ASRH to lead the implementation of technical tasks under the contract. The TL has extensive technical experience in project planning, implementation, monitoring, and evaluation especially in emergency response. The TL has an advanced degree in a relevant degree

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

in public health or social sciences discipline with practical field experience in public health and hospital operations and management especially inter-department (FAMED, OB-Gynecology and Pedia) referral arrangements. The TL has appropriate implementation experience in bolstering the functionality of the Center for Teens providing integrated FP-ASRH services and fluency in English, Filipino and required local languages.

Key technical and management staff have experience or knowledge in areas relevant to the Project such as, but not limited to, direct experience in the following:

- i. Sexuality and Reproductive Health particularly for Family Planning, Adolescent Sexuality and Reproductive Health in hospital setting.
- ii. Delivery of public health care services in the government (public) and private particularly for women and child health services.
- iii. Familiarity with implementation of focused program or a center for teens providing sexuality and reproductive Health particularly for Family Planning, Adolescent Reproductive Health in hospital setting.
- iv. Familiarity with the Responsible Parenthood and Reproductive Health Law and DOH and PhilHealth policies on maternal, newborn and child health service delivery in primary care facilities and hospitals.
- v. Familiarity with Specialty Training Programs on Family Medicine, OB-Gynecology and Pediatrics in the Philippines.

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

Organizational Experience (Past Performance) (10 points)

The Applicant provides evidence of recent experiences in providing technical experiences in service delivery in public health and hospital setting particularly programs and services related to sexuality and reproductive health, maternal and child (adolescents) health. Recent projects are those completed within the last five years. Relevant projects are those that also included BCC/ health promotion and communication activities on communicable and non-communicable diseases, and relevant research.

Budget (20 points)

The Applicant provides a detailed budget that includes the 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 compete the SOW.

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

Monitoring and Reporting:

Acceptance of deliverables shall reside with the Regional Technical Lead for Mindanao in collaboration with other regional and national technical leads and field staff, who will ensure the completeness of each stage of the activity and that the scope of work has been met.

The grant will be technically managed by Regional Technical Lead, **Dr. Roy Gavino** as technical monitor, the PTO/CTO for concerned project sites shall be the grant monitors and the Regional Manager for Mindanao, **Dr. Lady Jedfeliz Molleno** and National Adolescent Health Technical Adviser (Dr. Angeli Conti-Lopez) for technical and management oversight.

The Regional Manager for Mindanao and Deputy Chief of Party shall be the final technical approving officers for payment of deliverables. Financial, contractual, and administrative concerns shall be under the supervision of the Project's 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