

Request for Proposals

Undertake a study on the impact of SPRINT-supported capacity building for an effective SRH response

25 June 2019

1) Background

IPPF delivers SRHR information and services in 166 countries around the world, and fights for everyone to exercise their right to make informed choices. IPPF is a locally owned, globally connected civil society movement. We meet need, wherever it is, whoever requires it, for as long as they want it. Our localised approach ensures we work across the entire disaster management cycle, mitigation, preparedness, response, and recovery. We are committed to building humanitarian capacity across all 160 IPPF Member Associations and collaborative partners in accordance with our Strategic Framework. In early 2017, we established a global Humanitarian Hub in Bangkok, Thailand and a Sub-Hub in Suva, Fiji with high level leadership and technical capacities connected to humanitarian networks, preparedness and response mechanisms.

Overview of SPRINT initiative

The SPRINT¹ Initiative is implemented by IPPF with support by the Australian Department of Foreign Affairs and Trade (DFAT). Now in its third phase of implementation, the SPRINT Initiative was developed to bridge the gaps identified in the first Global Evaluation on sexual and reproductive health (SRH) in Humanitarian settings (2004) by the Inter-Agency Working Group (IAWG) on RH in Humanitarian Crises. The aim of the SPRINT Initiative is to ensure access to essential life-saving SRH services for women, men and children in times of crises. The overall goal is to improve health outcomes of crisis-affected populations by reducing preventable SRH morbidity and mortality through the implementation of the Minimum Initial Services Package (MISP) for SRH in crisis. The MISP seeks to ensure the implementation of priority life-saving SRH interventions in emergency settings and forms the foundation for early planning for transition into comprehensive SRH services when the situation allows. The SPRINT Initiative is also mandated to assess the project interventions, measure the impact through routine monitoring and evaluation processes as well as undertake research on priority areas across the disaster cycle (including natural and human-made crises). In Phase III, the SPRINT Initiative aims to plan and implement research studies in collaboration with partners, with the focus to contribute to global knowledge in the field of SRH in emergencies (SRHiE) where there is currently a shortage of evidence on the impact of integrating SRH into crisis responses.

2) Objective of the assignment

Given the increased need for humanitarian assistance including SRH response, resources are invested in capacity development of key stakeholders for MISP disaster risk reduction and emergency preparedness. There is a gap in evidence on the effectiveness of capacity development approaches for MISP implementation and their respective return on investments.

¹ Sexual and Reproductive Health (SRH) Programme in crisis and post-crisis situations

An appropriate evaluation of these interventions could lead to better resourced locally driven responses and ownership coupled with more effective implementation of the MISP in humanitarian crises. It will also provide a better understanding of what enables an effective implementation of all MISP six objectives.

A consultant team/academic institution who has in-country experience in the Pacific region will be selected to conduct a study on the impact of SPRINT-supported capacity building on the effectiveness of an SRH response.

The successful applicant will work directly with the IPPF Humanitarian team, and the Suva Hub in particular, based in Fiji. This team leader of the Suva hub is Dr Robyn Drysdale, Humanitarian Deputy Director (Pacific).

3) Scope of work

The broad scope of work for this contract includes designing and undertaking a study in at least two SPRINT-priority Pacific countries² in order to understand the impact of IPPF SPRINT-supported capacity building on the effectiveness of an SRH response. This study should address the following (draft) research question and objectives:

Draft research question: How does capacity development of key stakeholders (decision makers, program managers, service providers within line ministries and CBOs) on the MISP for emergency preparedness, including contingency planning, lead to improvements in implementation of MISP in a crisis?

Research objectives:

- To evaluate the impact of MISP-related capacity development across the different stakeholders: decision makers, program managers, and service providers in different disaster vulnerable settings.
- To explore the barriers and facilitators of capacity development initiatives enabling an effective implementation of MISP in disaster vulnerable settings.

The proposed approach is to undertake a comparative study (retrospectively) between a country which had had limited investment in MISP capacity development, yet responded, in comparison with a country which has had significant investment in MISP capacity development and contingency planning prior to undertaking a response. For example, Fiji corresponding to Cyclone Winston in 2016 and Tonga corresponding to Cyclone Gita in 2018. Fiji is an example of a country where no/minimal MISP capacity development efforts were undertaken (at country level) prior to when the disaster hit. Tonga is an example of a country where considerable MISP capacity development and preparedness efforts had occurred as part of emergency preparedness prior to the disaster.

4) Key deliverables

The key deliverable will be a research report that details the findings from this study and recommendation for future implementation of capacity building strategies.

² Papua New Guinea, Solomon Islands, Vanuatu, Fiji, Tonga and Samoa

5) Timeline

Please provide a detailed timeline as part of the technical proposal indicating the number of days required for this work along with levels of effort clearly explained in the financial proposal for budget estimation.

Deadline for applications: The last date to receive completed applications in the prescribed format is **9am Monday 8th July 2019**.

IPPF will attempt to identify and engage a suitable agency/consultant by **15 July 2019**.

Contractor services should be completed by **15 December 2019**.

6) Delivery timetable

A detailed project schedule with milestones should be provided by the consultant. As a minimum the following milestones should be included:

Contractor services to commence in July 2019 (negotiable).

Anticipated completion date.

15 December 2019

Preliminary work:

- July 2019: Preliminary meeting with Suva and Bangkok team (skype).
- 30 July 2019: Contractor to provide IPPF with research plan including ethics approval process.

Fieldwork (data collection, workshops, application of methodology):

- August -October 2019 (negotiable)

Report/Journal Article

- 29 November 2019: Contractor to provide interim report to IPPF.
- 9 December 2019: IPPF to provide interim report comments to Contractor.
- 15 December 2019: Contractor to present final report to IPPF.

It is expected that the report completed and provided to IPPF will include an academic journal article. IPPF and the Contractor will decide and agree upon the timeframe and academic institution to submit the research article to for publication.

7) Outline of bids to be submitted

All parties wishing to be considered for this assignment should submit the following as part of a full proposal.

A. Technical proposal: The technical proposal, in word document of no longer than 10 pages (Times New Roman, 12 point, single spaced) should provide detailed information including details on study design, a detailed project schedule identifying key tasks and activities and how the agency/consultant proposes to achieve the scope of work including the principal investigator/s and team members.

The technical proposal should include as annexures the following:

- Agency profile with previous clients and projects
- Relevant details of a similar work/studies undertaken by the agency/consultant including links to research reports/publications
- CV(s) of lead investigator and research team.

B. Financial proposal: A detailed financial proposal indicating the major lines of expenditure with unit costs for all aspects of the scope of work should be provided in US dollars.

In addition, please ensure the following when developing the financial proposal:

- All rates and proposed costs should include country level costs
- Please include a tentative payment schedule in line with the key milestones identified in the project schedule (as part of the technical proposal).
- Estimated funding available is a maximum of USD 20,000

8) Contractor requirements

Given the nature of the scope of work, IPPF anticipates applications from a small team of consultant researchers or an agency with the following skills and experience to submit a full proposal comprising of the technical and financial bids for this study.

- Post-graduate qualifications in Public Health, and understanding of emergency responses;
- At least 5 years' experience in undertaking research, monitoring and evaluation, assessment/ review of health programs at the country level
- Relevant experience designing, conducting, and managing field work and data collection
- Experience of working in any SRH related project/ program/ assignments and dealing sensitively with issues related to Gender Based Violence, maternal & newborn care and HIV/STI
- Excellent information technology skills, including word processing, data analysis software and presentation software.
- Excellent analytical skills and report writing ability.
- Excellent interpersonal communication skills including ability to facilitate and work and lead a research team
- Ability and commitment to deliver the expected results within the agreed period of time.
- Experience in working and conducting research in the Pacific Region

Desired:

- Familiarity with the MISP Package
- Familiarity with Humanitarian /Disaster Response programs and stakeholders
- Past exposure to DFAT funded projects/ programs

9) Evaluation process

In order to ensure that the best consultant/agency is identified while ensuring value for money, IPPF will undertake a two-stage bid evaluation process guided by the following criteria:

- The technical proposal of all eligible bids will be evaluated on the technical parameters and suitability for the purpose first and a shortlisting of three agencies/ consultants whose technical proposals meet the requirements will be completed.
- A review of the financial proposals of these shortlisted agencies/consultants will be carried out to identify based on competitiveness and value for money.
- A composite score combining the technical and financial proposals will be used to identify one agency/consultant team who will be awarded the contract.

10) Proposals

Please send the full proposal comprising of the technical and financial bids in the prescribed format with all annexures by 9am Monday 8th July 2019 Fiji time addressed to:

Dr Robyn Drysdale
Humanitarian Deputy Director (Pacific)
rdrysdale@ippf.org