

CALL FOR PROPOSALS

**Contractual Partner to Facilitate the WHO External
Competence Assessments of Malaria
Microscopists in the Philippines**



**World Health
Organization**

Representative Office
for the Philippines

1. Summary

The World Health Organization (WHO) Philippines is looking for an individual or institutional contractual partner to support the WHO's competence assessments of malaria microscopists in the Philippines under an Agreement for Performance of Work (APW) contract.

The proposals are due by 04 May 2022.

2. Background

The WHO Malaria Microscopy Quality Assurance (QA) Manual recommends, among others, that a national core group (NCG) of microscopists be established at the national level which will plan, implement and monitor quality assurance of microscopy nationwide. NCG of microscopists must be highly proficient in all the tasks required, from preparation of blood films to accurate detection identification and counting of parasites, and reporting and recording the results of the examination. To maintain their competency, they shall be given effective skill-based training, periodic assessment or monitoring of performance, supervision with corrective action and re-training, reliable equipment and reagents and an effective QA system. NCG must undergo regular assessment and certification of their competence to ensure that it is maintained. Thus, WHO Western Pacific Region piloted the external competence assessment of malaria microscopists (ECAMM) in 2009 and is now being implemented in other WHO Regions (SEAR, EMR, and AFR). The aim of ECAMM is to assess microscopists' competence in parasite detection, species identification and parasite quantification.

ECAMM is spread over 5 days where participants are national malaria microscopists or microscopists who have the potential to work at the national level, preferably including the national malaria reference laboratory staff. At the end of each assessment, microscopists who achieve competency Level 1 or Level 2 are given certification while microscopists who achieve competency Level 3 or 4 are given certificate of participation. The certificates, which are valid for 3 years, are signed by the Regional Directors of each WHO Region.

The Philippines regularly requests WHO to have the provincial/regional validators be assessed and certified every 2-3 years to ensure that high level of proficiency and high quality of microscopy services are maintained at each level of health care.

3. Timeline

The implementation timeline for the project is from **09 May to 25 August 2022**.

4. Place of Assignment

Manila, Philippines

5. Scope of Work

In collaboration with the Team Lead of the Disease Prevention and Control Bureau – Adult Health Division, and Lead of the Vector-borne and Vehicle-borne Transmitted Diseases, and relevant partners such as the Philippine Shell Foundation, Inc; and under the supervision and guidance of the Technical Officer of WHO Country Office Philippines, the contractual partner will produce the following outputs and deliverables:

Output/s and Deliverables

General Output

Prepare assessment and training materials for each of the 2 courses that includes:

- Examining and re-labelling of blood slides borrowed from the WPRO regional malaria slide bank at the Research Institute for Tropical Medicine Philippines; and produce test series required for the ECAMM
- Preparation of questionnaire for the theory test
- Preparation of answer sheets and evaluation forms

Facilitate a 5-day external competency assessment for malaria microscopists for 24 participants from May to July.

Write reports on the assessment and provide relevant recommendations

Specific Deliverables:

Output 1: Assessment materials and technical reports (for each of 2 courses)

Deliverable 1.1: Test slides, presentations, hand-outs, pre-test theory test and evaluation sheets

Deliverable 1.2: Technical reports from the 5-day external competence assessments of malaria microscopists

Deliverable(s) to be submitted during and after the period of the assignment including the manner of delivery and payment

0%	Upon signing of the contract	10 May 2022
50%	Upon delivery and acceptance of first technical	15 Jun 2022
50%	Upon delivery, acceptance of final technical report	25 Aug 2022

Confidentiality Statement

All input and all related documents about the project are confidential and must **NOT** be handed over to third parties. The DOH and WHO have the exclusive ownership of all documents, and only DOH and WHO have the right to disseminate any information outside the agreed project's scope.

6. Contract Time

The work to be done under this contract shall be a technical consultant to support the conduct of the External Competency Assessment of Malaria Microscopists shall be as set out in the Terms of Reference. The contract shall be completed in not more than 3.5 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 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

Education of staff involved:

Essential: WHO-certified Level 1 microscopist

Desirable: At least a graduate of medical/laboratory technology, biological science or allied health sciences

Experience required:

Essential: Has experience facilitating WHO external competence assessment of malaria microscopists

Minimum 5-year experience in conducting/facilitating malaria microscopy trainings

Technical Skills and Knowledge:

Essential: Must be knowledgeable on malaria microscopy including malaria parasite lifecycle and malaria epidemiology. Has highly developed communication and presentation skills.

Language requirements:

- Written and spoken fluency in English is essential

Competencies

- Technical competence in the field of communicable diseases
- Ability to engage and communicate with multiple stakeholders
- Skills to respect and promote individual and cultural difference
- Capability of working harmoniously with a positive attitude at work

The contractor 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. Management of Conflict of Interest

Any interest by an entity (individual/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).

WHO's conflict of interest Rules are designed to identify and avoid potentially compromising situations from arising thereby protecting the credibility of the Organization and of its normative work. If not identified and appropriately managed such situations could undermine or discount the value of the expert's contribution, and as 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.

9. 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.

10. Submission 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 individual)
- Link to a portfolio of previous work relevant to the TOR (uploaded on file sharing services such as Dropbox or Google Drive)

Address all proposals to:

Dr. Rajendra Prasad Hubraj Yadav

Acting 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 Facilitate the WHO External Competence Assessments of Malaria Microscopists in the Philippines** to Mrs Ying Chen (cheny@who.int) and wpphlwr@who.int. Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of proposals is on **04 May 2022**.