Request for Proposals

KENYA TELEMEDICINE PROJECT

Consultancy

Deadline: 26th July 2022
Global Partnership for Sustainable Development Data

To	: Offerors
From	: Global Partnership for Sustainable Development Data / United Nations Foundation
Subject	: Kenya Telemedicine Project
RFP Issue Date	: Thursday, 6 July 2022
RFP Closing Date	: Tuesday, 26 July 2022
RFP Closing Time	: 17:00 hours U.S. Eastern Time
Performance Period	: ASAP to May 2023 (part time, approximately 40-50 days spread over 7 months)

The Global Partnership is seeking a part-time consultant with considerable experience and knowledge of the data for development space, digital health and digital health data in particular, to support a Kenya telemedicine project.

The Global Partnership invites qualified individuals ("Offerors") to submit a proposal for the requested services. The Contract resulting from this award will be a Services Agreement.

Offerors are encouraged to read this RFP in its entirety, paying specific attention to the scope of services, instructions, and requirements. Issuance of this solicitation does not, in any way, obligate UNF to award a contract, nor will UNF pay for any costs incurred in the preparation and submission of a proposal. The agreement resulting from this RFP will be provided to the most responsive Offeror whose offer will be the most advantageous to the Global Partnership/UNF in terms of cost, functionality, and other factors as specified in this RFP.

The Global Partnership is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all.

Section 1: Background and Purpose

Background: United Nations Foundation

The United Nations Foundation links the UN's work with others around the world, mobilizing the energy and expertise of business and non-governmental organizations to help the UN tackle issues including climate change, data, global health, peace and security, women's empowerment, poverty eradication, energy access, and U.S.-UN relations. The United Nations Foundation hosts and provides administrative, financial and contractual services for the Global Partnership. For more information, visit www.unfoundation.org.

Background: Global Partnership for Sustainable Development Data

The Global Partnership for Sustainable Development Data is a dynamic global network of governments, UN agencies, private companies and civil society organizations. The Global Partnership convenes, connects and catalyzes action to address the problems of poor data use, access, quality and production, and to work with stakeholders to fully harness the new opportunities of the data revolution in the service of sustainable development. For more information, visit www.data4sdgs.org.

Background: Telemedicine in Kenya

The Kenya Health Sector Strategic Plan (2018-2023) centers on transforming the health system of Kenya with the aim of achieving Universal Health Coverage (UHC) by the year 2022. This strategy is the medium-term plan for the achievement of the goals and objectives of the Kenya Health Policy (2014-2030). In line with this strategic plan, telemedicine is one of the healthcare delivery mechanisms that the government of Kenya is investing in to address disparities in access to healthcare. The adoption of telemedicine is aligned with the objectives of Universal Health Coverage as an enabler to quality, affordable, and secure health care services.

Kenya has made various attempts in providing health services through telemedicine at a small scale. With the emergence and expansion of technology, non-state actors have partnered with the government in the implementation of initiatives that support diagnosis and treatment through telemedicine. Rapid penetration of mobile telephone and improved connectivity has further opened opportunities for various pilots and projects in telemedicine.

As the government puts in place measures to avail necessary information and communication technologies for telemedicine implementation, the health sector requires a set of standards and guidelines to harmonize the practice of telemedicine. TheMinistry of Health's (MoH) Division of Health Policy Development, through the Department of Research and Policy Development, is leading Kenya's efforts in the development of standards and guidelines for telemedicine.

Through funding from the Children's Investment Fund Foundation (CIFF), the Global Partnership is working with Living Goods to support the Ministry of Health in this endeavor.

For this project, Living Goods is designing and piloting a new revolutionary virtual care solution that will utilize Community Health Workers (CHWs) as part of an integrated telemedicine strategy in Busia County. The aim is to improve maternal and newborn health outcomes, and help those who are underserved by telemedicine models gain access to health care. This will demonstrate the value of embedding CHWs within new and adaptive virtual care models, as well as support access to higher level care. In addition, this experience will bring to light the policy priorities in the development of the standards and guidelines for telemedicine.

Section 2: Scope of Services

The Consultant's role shall primarily be to write the telemedicine guidelines and standards for Kenya as well as provide technical guidelines on data interoperability for telemedicine. This is a part-time role spread over approximately 7 months of work.

Key tasks include:

- Facilitate multiple meetings of government, multilateral agency, academia, private sector and civil society stakeholders operating in the telemedicine sector in Kenya;
- Through a human centered approach, and in collaboration with the MoH telemedicine task force and other stakeholders, lead the writing, provide technical input, completion, validation and approval of the telemedicine guidelines and standards for Kenya.
- Provide technical guidance to Living Goods, the national government and Busia County government on practical modalities of interoperability of systems and data flows across systems such as telemedicine platforms, Kenya Health Information System (KHIS) and Community Health Information System (CHIS).
- Provide technical guidance to Busia County government on the policy priorities for telemedicine in the county.
- Liaise and coordinate with the MoH team, the Global Partnership team, as well as the Living Goods team.

Deliverables

- Successful coordination and facilitation of at least 7 multi stakeholder meetings such as workshops, high level-launches, as well as peer exchanges at the sub-national and regional level. Additional smaller meetings may be needed in addition to the above.
- Kenya's telemedicine guidelines and standards that are acceptable to all stakeholders.
- Present Kenya's telemedicine guidelines and standards document in at least four gatherings and platforms.
- Briefing notes; reports following relevant meetings and events.

Qualifications

Essential

- Masters' degree in public health, digital health, international development, public policy or related field or commensurate years of experience;
- At least seven years' experience working in digital health, health data governance, telemedicine, interoperability and data exchange platforms data-related development issues, policy formulation, preferably with international development actors or partners;
- Experience working with both technical and policy-making professionals especially in the health sector;

- Experience writing and or leading the writing of key policy documents preferably for the health sector
- Excellent communication, engagement and organizational skills;
- Ability to communicate effectively in verbal and written forms with a wide range of stakeholders;
- Project design, management, implementation and evaluation experience;
- Presence in Kenya;
- Ability to deliver high-quality, concise, and timely results;
- Experience organizing events, including high level events, peer exchanges, and coordinating and facilitating meetings;
- Fluency in English and ability to work in an environment of diverse languages and cultures.

Desirable

- Experience working with the Ministry of Health's Policies.
- Experience working on health information systems.

Section 3: Proposal Preparation Instructions

Proposals are expected to be comprehensive and include the information set forth below. Elaborate or unnecessarily voluminous proposals are not desired. Proposals must be submitted in English.

1. Proposal Narrative, no more than 2 pages
   The proposal narrative will include:
   - A brief description of the Offeror's experience and expertise in the field that illustrates overall qualifications and capabilities to meet the terms of the RFP
   - A brief description of the Offeror's understanding of the scope of services and proposed methodology for the work

2. Resume or CVs

3. Prior Experience
   Provide three examples of prior experiences provided that are of comparable scope and complexity. The examples should include a summary of the services provided as well as information for a point of contact.

4. Cost Requirements
   The Offeror should state the daily rate required to meet the services outlined. All costs must be in U.S. Dollars.

   Travel and conference/workshop costs will be arranged separately and should not be included in the budget.

Proposal Submission: Proposals, including any attachments (limited to 6MB), should be sent electronically in PDF format to: proposals@data4sdgs.org. Be sure to include in the subject line: Kenya Telemedicine Consultant. UNF will not accept proposals received by fax or mail.

All proposals are due by the date and time stated above. Any proposal received after the required time and date specified for receipt shall be considered late and non-responsive. Late proposals will not be evaluated.

Section 4: Selection

The Global Partnership will review proposals with the goal of selecting the Offeror most advantageous to the Global Partnership, based on the qualifications listed above, as demonstrated by the proposal materials. The Global Partnership will consider the Offeror's capability to deliver the scope of services, and the feasibility of the approach. The Global Partnership intends to enter into a contract that provides the best value and benefit, not necessarily the lowest price. The Global Partnership and partners may meet with one or more Offerors prior to selection.

To select the winning Offeror, the Global Partnership will use the following evaluation method:

1) Threshold Criteria – Before judging proposals on their merits, the Global Partnership will eliminate all proposals that fail to adhere to proposal preparation and submission instructions, including deadlines.

2) Merit Criteria – The Global Partnership will award merit points to each proposal. A proposal can earn up to 100 points. The evaluation criteria and their point values are these:

Scoring	Criteria
Understanding of project scope and objectives (40 points)	● Understanding of the scope and objectives of the project demonstrated in clear and articulate description of interest, skills and experience and suggested approach to achieving project goals
Personnel Capabilities and Experience (40 points)	Essential ● Masters' degree in public health, digital health, international development, public policy or related field or commensurate years of experience; ● At least seven years' experience working in telemedicine, digital health interoperability and data exchange platforms data-related development issues, policy formulation, preferably with international development actors or partners;

	- Experience working with both technical and policy-making professionals; - Excellent communication, engagement and organizational skills; - Ability to communicate effectively in verbal and written forms with a wide range of stakeholders; - Project design, management, implementation and evaluation experience; - Presence in Kenya; - Ability to deliver high-quality, concise, and timely results; - Experience organizing events, including high level events, peer exchanges, and coordinating and facilitating meetings; - Fluency in English and ability to work in an environment of diverse languages and cultures. Desirable - Experience working on Community health information systems
Budget and Value for Money (20 points)	- Overall cost of work including budget and time estimates - Realistic and reasonable cost efficiency, relative to methodology and approach - Completeness of financial considerations - Evidence of sound financial practices

Section 5: RFP Conditions

UNF reserves the right to:

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential Offeror or other party.

- Accept other than the lowest price offered.

- Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.

- Award more than one contract.

Nothing in this RFP is, or should be relied on by Offeror as, a promise or representation by UNF. UNF does not make any representation or warranty as to the completeness of this RFP or have any liability for any representations (express or implied) contained in, or omissions from, this RFP. This RFP and any replies to any written notifications are transmitted to the Offeror solely for the purposes of the Offeror preparing and submitting a Proposal. Each Offeror shall keep the RFP and its contents confidential.

Any information or materials submitted in response to this RFP and/or as a proposal (whether successful or unsuccessful) shall become the property of UNF and will not be returned. In submitting a proposal, the Offeror must agree that the offer shall remain firm for a period of no less than 120 days from the RFP closing date. Failure to follow the specifications and requirements provided in this RFP may result in disqualification.

Section 6: Terms of payment

Payment terms for the award shall be on a fixed fee basis. Payment is dependent upon receipt of valid invoice, and contingent upon successful completion of assignments, at the sole discretion of UNF. Payment shall be made in U.S. dollars by UNF via check or electronic funds transfer/bank wire. The final payment terms in the contract will control, not this RFP. No advance payments will be provided.