



REQUEST FOR PROPOSAL

1. The Philippine Institute for Development Studies (PIDS) invites all eligible individual consultants to submit proposals for the **Quantitative Analysis Consultant** for Implementation of Select CY 2023 Research Priorities of the Department of Health (DOH) through the AHEAD- HPSR Program: Human Resources for Health.
2. The Approved Budget for the Contract (ABC) is **PhP723,000.00.**
3. Interested consultants must submit the following documents using PIDS the prescribed forms:
 - a) Curriculum Vitae of the proposed Consultant(s)¹
 - b) Technical Proposal Form¹
 - c) Financial Proposal Form¹
 - d) Filled out Data Privacy Notice and Personal Data Protection Form¹
 - e) Statement of Completed contracts²
 - f) Statement of All Ongoing and Awarded But Not Yet Started Contracts²
 - g) Notarized Omnibus Sworn Statement (for ABC above PhP50,000.00)¹
 - h) Income/Business Tax Returns (for ABC above PhP500,000.00)¹
 - i) PhilGEPS Registration Number (certificate or screenshot)¹
 - j) Valid Mayor's/Business Permit (Firm) or BIR Certificate of Registration³ (Individual).
4. Interested consultants may obtain further information from the Procurement Management Division at telephone via email at procurement@pids.gov.ph.
5. The Institute shall adopt the Quality-Based Evaluation procedure in selecting consultants based on the attached Terms of Reference.
6. The deadline for submission of proposals is on **22 April 2024 (5:00 PM)** addressed to:

The BAC Chairperson for Consultancy
Services c/o The BAC Secretariat
Procurement Management Division
18/F Three Cyberpod Centris – North Tower, EDSA cor. Quezon Ave., Quezon City

Proposals may also be submitted through email at procurement@pids.gov.ph.

7. PIDS reserves the right to reject any or all of the proposals, declare a failure of bidding, or not award the contract if there is evidence of collusion, including any act that restricts, suppresses, or nullifies competition, or if there is a failure to follow the prescribed bidding procedures. PIDS also reserves the right to waive any required formality in the proposals received and select the proposal it determines most advantageous to PIDS.

DR. VALERIE GILBERT T. ULEP
Chairperson
PIDS-BAC for Consultancy Services

Reference No.:2024-141

¹Applicable for individual consultants and firms

²Applicable for firms only

³ Individual consultants must issue Official Receipt (OR) during payment.

Philippine Institute for Development Studies

TERMS OF REFERENCE

Quantitative Analysis Consultant

for

Implementation of Select CY 2023 Research Priorities of the Department of Health (DOH) through the AHEAD- HPSR Program: Human Resources for Health

1. Background and Rationale

The Philippine Institute for Development Studies (PIDS) is currently providing the Department of Health and the Philippine Health Insurance Corporation with technical support for various Universal Health Care reforms and research studies for the AHEAD- HPSR 2023. These reforms include the following (a) Diagnosis Related Groups (DRGs), (b) Health Facilities and Enhancement Program (HFEP), and (c) the Human Resources for Health (HRH) Program. Research studies for the AHEAD-HPSR 2023 also include assessments of the Comprehensive Outpatient Benefit Package (COBP), and (c) coordinate approach to community health (CATCH). A baseline assessment prior to the implementation of these reforms requires the evaluation of health facilities, healthcare providers, and population or beneficiaries. Evaluation of health institutions includes (but is not limited to) capital health investments, staffing patterns, management dynamics, and supply-side readiness while the COBP-CATCH covers provider payment reforms and health insurance (e.g., KONSULTA+ or COBP) expansion under the UHC Act. As such, there is a need to hire a statistician to work with the PIDS health team to create and execute efficient sampling designs for primary and secondary data, along with assistance in the proper analysis for said data after its collection.

The Magna Carta of Public Health Workers is one of the key policies for human resource for health (HRH) in the country. It states that all public medical professionals are entitled to additional payments and incentives that will increase the compensation for public health workers. The policy was created to ensure the rights and the well-being of public health workers, and as an effort to retain HRH in the country. However, the Magna Carta only covers public health workers and does not include the health workers in the private sector. Furthermore, issues regarding the implementation of the Magna Carta remain pervasive. A study in 2017 that collected 1,557 LGU scorecards found that 52% of LGUs do not provide the full benefits of the Magna Carta (Carpio, et al., 2021). Even during the Coronavirus disease 2019 (COVID-19) pandemic, low wages persisted that created a wave of resignation and migration of health workers (Alibudbud, 2022). To retain health workers in the country and ensure quality

healthcare, it is important to address these issues regarding HRH. The Department of Health (DOH) provided a research grant to the Philippine Institute for Development Studies (PIDS) through the AHEAD-HPSR Program to conduct a descriptive analysis to assess the current state of HRH compensation in both the public and private sector within the country and determine the potential effects of salary standardization. The results of the study will help inform policymaking in order to benchmark HRH emolument spending, and to retain the health workers to practice in-country.

2. Objectives of the Study

Relevant project objectives for these terms of reference are:

1. **COBP:** Determine efficient sampling methods to risk profile populations for first patient encounters (FPE)
2. **CATCH:** Implement a survey for population health in select sites at the level of health care institutions, human health resources or healthcare providers, and households.
3. **HRH:** Examine the current state of compensation of healthcare workers in the Philippines and determine the potential effects of salary standardization and the full implementation of the Magna Carta of Public Health Workers.

3. Objectives of the Consultancy

This consultancy aims to engage a consultant for quantitative technical support for the Implementation of Select CY 2023 Research Priorities of the Department of Health (DOH) through the AHEAD- HPSR Program: Human Resources for Health. This study includes analysis of results from surveys conducted with healthcare providers.

The consultant shall assist the study team in preparation and monitoring of data collection, data processing, and data analysis.

4. Scope of Work, Deliverables, and Schedule of Payment Releases

Under the guidance and technical oversight of a PIDS Research Fellow who serves as the Project Director, the **Consultant/Firm**¹ is expected to work with the Project Team

and undertake the following tasks/activities of PIDS²:

¹ The consultant may be an individual or firm.

² If the consultant needs to undertake physical/face-to-face interviews and data collection and related activities, the consultant has to ensure compliance with existing and future policies, rules, and resolutions as may be issued by concerned government agencies pertaining to health and safety.

1. Execute and validate the study design provided by the study team and the sampling design provided by Statistical Consultant using actual sampling frames for the select provinces:
 - a. Demand-side: household survey
 - b. Supply-side: survey of health care facilities, survey of health care providers, clinical vignettes for a subsample of health care providers
2. Assist PIDS in the preparation and revision of the survey implementation/roll-out plan and data analysis plans with dummy tables
3. Monitor and process data coming from digital collection platform as data is collected through data collection phase:
 - a. Review and help test digital data collection tools
 - b. Write and execute the data quality assurance plan
 - c. Note data quality issues and report to the team for immediate correction in data collection
4. Lead the execution of data processing and analysis plan for all four surveys listed in item 1:
 - a. Clean raw data and transform datasets into analyzable files
 - b. Link the survey datasets to relevant secondary datasets (e.g. PSA, BLGF, PhilHealth, DOH)
 - c. Appropriate weighted analyses: descriptive and inferential analysis of data gathered from the surveys
 - d. Write up results and methods for analysis
5. Write technical notes and documentation on the above scope of work from item 1 to 4 as inputs to the Final Report
6. Prepare for, attend, and present at internal workshops/meetings or client meetings with PhilHealth, DOH, and other stakeholders, as necessary.
7. Sign a Non-Disclosure Undertaking with PIDS. Any information gathered and generated in the implementation of the project shall be processed subject to the applicable provisions of the Republic Act No. 10173, known as the “Data Privacy Act of 2012” and its Implementing Rules and Regulations and relevant issuances of the National Privacy Commission (NPC).
8. Perform other professional, highly technical, and confidential duties and responsibilities as the Research Fellow may assign from time to time.

The Consultant will prepare the following outputs based on the schedule below:

Activities and Deliverables		Due dates	Payment tranches
Inception Report	<ul style="list-style-type: none"> ▪ Developing a work plan, timeline, and overall strategy for the entire scope of work 	10 days from signing of the contract	10%
Progress Report 1	<ul style="list-style-type: none"> ▪ Deliverables pertaining to Item #1 in above Scope of Work 	May 2024	20%
Progress Report 2	<ul style="list-style-type: none"> ▪ Deliverables pertaining to Item #2 in above Scope of Work 	July 2024	20%
Inputs to Draft report³	<ul style="list-style-type: none"> ▪ Deliverables pertaining to Item #3 in above Scope of Work 	September 2024	20%
Inputs to Final report⁴	<ul style="list-style-type: none"> ▪ Deliverables pertaining to Item #4 and #5 in above Scope of Work ▪ Revised technical notes/documentations and terminal report ▪ Turnover of data and materials used together with Certification indicating the turnover of data as well as the deletion of such data and that it will allow PIDS to verify if the data is complete ▪ Advice and inputs to the final policy report 	November 15, 2024	30%

NOTE: Payments will be based on the acceptance and approval by PIDS of the corresponding outputs

³ For applicable outputs, the draft and final reports submitted by the consultants should be aligned with the following guidelines: PIDS' Guide in the Preparation of Manuscript for Publication and General Guidelines in Preparing and Formatting a PIDS Discussion Paper, Guidelines in the preparation of Policy Notes.

⁴ For research outputs that will be released as a PIDS Discussion Paper (DP), the consultant shall prioritize the publication outlets of PIDS, particularly the peer-reviewed Philippine Journal of Development (PJD) and Research Paper Series (RPS). If the DP is not selected by PIDS Management for publication either as a PJD article or an RPS issue, the consultant may identify other dissemination outlets outside of PIDS. Guidelines for Authorship in PIDS Research Projects shall apply.

5. Qualifications of the Consultant

The Firm should have the following qualifications:

A research or related institution which has the capacity to calculate nationally representative sampling of various study designs with a Statistician having the following qualifications:

- a) A PhD degree in Statistics, Biostatistics, or related fields.
- b) At least 5 years of professional or research experience in statistics
- c) Extensive experience in sampling methods, design, weighted analysis, and execution
- d) Experience in analyzing complex surveys and monitoring data collection
- e) Advanced skills in quantitative analysis, statistical coding and software, technical writing, and communication.

6. Project Duration

The engagement is from the signing of the Contract until November 30, 2024. The Consultant's work must be completed within this period, and no man days will be chargeable after this date.

7. Approved Budget for the Contract

The approved budget for this consulting service is **PHP 723,000.00**. This amount does not include travel and accommodation during fieldwork. PIDS will shoulder the cost of fieldwork. PIDS shall not cover hospitalization and other COVID-related health expenses of the consultant as no employer-employee relationship shall exist between the PIDS and the Consultant.

8. Evaluation Criteria and Detailed Rating Sheet

Evaluation Criteria:

Consultants will be evaluated based on the following criteria:

Criteria	Weight
Firm's Qualifications <ul style="list-style-type: none"> ▪ A research or related institution which has the capacity to calculate nationally representative sampling of various study designs with a Statistician having the following qualifications: <ul style="list-style-type: none"> a. A PhD degree in Statistics, Biostatistics, or related fields. b. At least 5 years of professional or research experience in statistics c. Extensive experience in sampling methods, design, weighted analysis, and execution d. Experience in analyzing complex surveys and monitoring data collection e. Advanced skills in quantitative analysis, statistical coding and software, technical writing, and communication. 	50%
Plan of approach and methodology: <ul style="list-style-type: none"> a. Clarity, feasibility, innovativeness, and comprehensiveness of the approach b. Incisive interpretation of problems and suggested solutions 	50%
Total	100%

Detailed rating sheet: please see attached

Prepared by:  **Dr. Valerie Gilbert T. Ulep**
Project Director

(on-leave)
Reviewed by: **Ms. Christine Ruth P. Salazar**
Division Chief II, Research Project Management Division

Approved by: **Dir. Renee Ann Jolina C. Ajayi**
Department Manager III, Research Services