




REQUEST FOR PROPOSAL

1. The Philippine Institute for Development Studies (PIDS) invites all eligible individual consultants to submit proposals for the **Public Health Data Center Developer Consultant for PIDS-PBSP HCPN Demonstration Sites - Quantitative Technical Support (Institution) - C19RM.**
2. The Approved Budget for the Contract (ABC) is **PhP672,000.00.**
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 **24 April 2025 (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. AUBREY D. TABUGA
Chairperson
PIDS-BAC for Consultancy Services

Reference No.:2025-107

¹Applicable for individual consultants and firms

²Applicable for firms only

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

**Philippine Institute for Development Studies
TERMS OF REFERENCE**

**Public Health Data Center Developer Consultant¹
for
PIDS-PBSP HCPN Demonstration Sites - Quantitative Technical Support
(Institution) - C19RM²**

1. Background and Rationale

With the enactment of the Universal Health Care law, the Philippine Health Insurance Corporation (PhilHealth) has been empowered to be the national strategic purchaser of individual-based health services. A critical health provider payment mechanism (PPM) reform that PhilHealth must implement under the Universal Health Care (UHC) Law is the Diagnosis Related Groupings (DRGs). The DRGs are a step forward to move the current all-case rate system from retrospective payments based only on service outputs to value-based payments that incentivize quality, efficient, and equitable care and improve health at lower costs for the health sector and patients.

Moreover, such complex reform requires that PhilHealth maintain the DRGs and other PPM systems over the long-term. This requires improving PhilHealth's data quality and monitoring frameworks and plans to evaluate whether these reforms achieve its goals for value-based purchasing. On both these fronts, PIDS will be assisting PhilHealth in the development of DRG payment rates and the monitoring and evaluation for the DRGs and PPMs.

2. Objectives of the Study

1. Monitoring and Evaluation (M&E) for (a) trends in health care utilizations across the life course and (b) assessment baseline trends for quality, and equity of DRGs and other PhilHealth benefits and reforms.
2. Policy support and recommendations for DRGs and related PPM reforms in (a) health financing policy and gaps, (b) policy decisions to use DRG for actual reimbursement, (c) health data policy standards and gaps.
3. Charge Analysis and Costing Methodology: (a) Analysis of charge data and development of charge libraries, (b) Review and revision of PhilHealth costing methodologies, policies, and forms.
4. DRG Rate-setting calculation and documentation of the development process.
5. Capacity building for PIDS, PhilHealth, DOH, providers, and other stakeholders: (a) Technical capacity building for DRG implementers, (b) Communication of DRG and PPM reforms to providers and the public.

¹ The consultant may be an individual or a firm.

² This engagement will be charged against the study PIDS-PBSP HCPN Demonstration Sites - Quantitative Technical Support (Institution) - C19RM

6. Comprehensive Outpatient Benefit Package (COBP): Classification of services according to PhilHealth COBP design and National Practice Guidelines (NPG).

3. Objectives of the Consultancy

The recent developments of the project necessitate the engagement of a dashboard consultant to lead the development of the **HEFP Public Health Dashboard**, an online data visualization that enables users to explore key information and statistics on the status of essential health system building blocks throughout the Philippines. The consultant will oversee dashboard design, data analysis, and dashboard development. The specific technical outputs expected from PIDS can be satisfactorily and promptly met through the inputs coming from field experts.

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

Under the guidance and technical oversight of a PIDS Research Fellow, who serves as Project Director, the Consultant is expected to work with the Project Team and undertake the following tasks/activities³:

1. Lead the development of the **Public Health Dashboards for the PIDS Health Economics and Financing Program** using Microsoft PowerBI for key domains such as, but not limited to:
 - a. Health care utilization
 - b. Health service delivery
 - c. Health financing
2. Execute and document the **dashboard development process**:
 - a. Conduct consultative workshops with relevant stakeholders (e.g., PIDS, DOH, PhilHealth, etc.) to obtain user requirements, acceptable data to release to the public, and feedback for iterative improvement of the dashboard;
 - b. Review literature and documents (e.g., PhilHealth/DOH policies, technical documents) to identify and calculate indicators, as necessary;
 - c. Create dashboard wireframes, extract and analyze data in SQL or PowerBI;
 - d. Conduct data analysis of available datasets and calculate indicators that will be fed into the dashboard;
 - e. Perform user acceptance testing of dashboards with users and stakeholders.
3. **Create slides and present results** as assigned by the Project Director and requested by PhilHealth.

³ 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.

4. Prepare for, attend, and present at internal workshops/meetings or client meetings with PhilHealth, DOH, and other stakeholders.
5. 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 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).

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

Activities and Deliverables	Due Dates	Payment Tranches
Inception Report following PIDS template including: <ul style="list-style-type: none"> • Key objectives and conceptual framework for developing the website dashboards • Proposed work plan and timeline for development • SoW #2a - documentation of any stakeholders consultations to obtain user requirements 	1 month after signing	10%
Progress report 1 , including: <ul style="list-style-type: none"> • SoW #3 – collation of documentation/materials on any assigned analysis • SoW #2a - documentation of any stakeholder consultations for user requirements or feedback for #2b and #2c • SoW #2b –methods notes on required indicators, formulas, and datasets for dashboard • SoW #2c –wireframes and data analyses for dashboards 	June 30, 2025	25%
Progress report 2 , including: <ul style="list-style-type: none"> • SoW #3 – collation of documentation/materials on any assigned analysis • SoW #2a - documentation of any stakeholder consultations for iterative feedback on outputs • SoW #1 – draft PowerBI dashboards 	July 30, 2025	20%
Progress report 3 , including: <ul style="list-style-type: none"> • SoW #3 – collation of documentation/materials on any assigned analysis • SoW #2a - documentation of any stakeholder consultations for iterative feedback on outputs • SoW #1 – revised PowerBI dashboards • SoW #2d - user acceptance testing with stakeholders 	October 30, 2025	20%
Terminal report ⁴ , including: <ul style="list-style-type: none"> • SoW #3 – collation of documentation/materials on any assigned analysis • SoW #1 – final PowerBI dashboards 	November 30, 2025	25%

⁴ 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, the General Guidelines in Preparing and Formatting a PIDS Discussion Paper, and the Guidelines in the Preparation of Policy Notes.)

<ul style="list-style-type: none"> • SoW #2 - technical documentation of the dashboard and for each step of the whole development process (e.g. stakeholder consultations) <p>Turnover of draft and materials⁵ used together with Certification indicating the turnover as well as the deletion of such data and that it will allow PIDS to verify if the data is complete.</p>		
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NOTE: Payments will be based on the acceptance and approval by PIDS of the corresponding outputs.

⁵ If applicable, the materials to be turnedover should include processable format to allow the study team future/further processing if needed.

5. Qualifications of the Technical Consultant

Education	At least a Master's degree in Health Data Science, Public Health, Health Economics, or other related fields
Experience	At least 1.5 years of professional experience as a research/policy analyst in public health, data management, data science, data visualization
Competencies	<ul style="list-style-type: none"> – Advanced-level core competencies: deliverability/ results-oriented, professionalism, adaptability, and communication skills – Advanced-level functional competencies: project/research implementation and management; and research conceptualization – Intermediate-level functional competencies: data gathering, problem solving and analysis; dissemination; and technical writing

6. Project Duration

The engagement will commence upon the signing of the contract until **December 15, 2025**, on a part-time basis. The Technical 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 up to **PHP 672,000.00** depending on the qualifications.

This amount does not include travel and accommodation during fieldwork. PIDS will shoulder the cost of fieldwork (if any). PIDS shall not cover hospitalization and other COVID-related health expenses of the technical consultant as no employer-employee relationship exists between the PIDS and the technical consultant.

8. Evaluation Criteria

a. Evaluation Criteria

Applicant technical consultants will be revaluated based on the following criteria:


Technical Consultant Qualifications	50%
Education <ul style="list-style-type: none"> • At least a Master's degree in Health data Science, Public Health, Health Economics, Health Policy, or other related fields 	

<p>Experience</p> <ul style="list-style-type: none"> At least 1.5 years of professional experience as a research/policy analyst in public health, data management, data science, data visualization <p>Competencies</p> <ul style="list-style-type: none"> Advanced-level core competencies: deliverability/ results-oriented, professionalism, adaptability, and communication skills Advanced-level functional competencies: project/research implementation and management; and research conceptualization Advanced-level functional competencies: data gathering, problem solving and analysis; dissemination; and technical writing 	
<p>Plan of approach and methodology;</p> <ul style="list-style-type: none"> Clarity, feasibility, innovativeness, and comprehensiveness of the approach Incisive interpretation of problems and reflection on suggested solutions 	50%
Total	100%

b. Detailed rating sheet (see attached file)

Prepared by: 
VALERIE GILBERT T. ULEP
Project Director

Reviewed and Approved by:


CHRISTINE RUTH P. SALAZAR
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