# Request for Proposal #2020-001

A Mixed Method Study to Improve the Outcome of Mass Drug Administration in Two Districts of Uttar Pradesh That Failed the Transmission Assessment Survey

## I. Summary of Deadlines

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Release of Request for Proposal</td>
<td>03rd January, 2020</td>
</tr>
<tr>
<td>Expression of interest due</td>
<td>07th January, 2020</td>
</tr>
<tr>
<td>Queries from the bidders received by</td>
<td>10th January, 2020</td>
</tr>
<tr>
<td>Response to queries</td>
<td>13th January, 2020</td>
</tr>
<tr>
<td><strong>Proposal submission</strong></td>
<td><strong>15th January, 2020</strong></td>
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<tr>
<td>Selection of short-listed agencies</td>
<td>17th January, 2020</td>
</tr>
<tr>
<td>Interviews with short-listed agencies</td>
<td>20th &amp; 21st January, 2020</td>
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<tr>
<td>Bidders notified of decision</td>
<td>21st January 2020</td>
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</tbody>
</table>

Note that PATH reserves the right to modify this schedule as needed. All parties will be notified simultaneously by email of any changes.

## II. PATH Statement of Business

PATH is the leader in global health innovation. An international nonprofit organization, we save lives and improve health, especially among women and children. We accelerate innovation across five platforms—vaccines, drugs, diagnostics, devices, and system and service innovations—that harness our entrepreneurial insight, scientific and public health expertise, and passion for health equity. By mobilizing partners around the world, we take innovation to scale, working alongside countries primarily in Africa and Asia to tackle their greatest health needs. Together, we deliver measurable results that disrupt the cycle of poor health. Learn more at www.path.org.
III. Project Background

A. Project Background:

Lymphatic filariasis (LF) is a serious public health problem in India and it contributes 40% of the global burden of Lymphatic Filariasis. Mass drug administration (MDA) is the recommended strategy by World Health Organization (WHO) to achieve the goal of elimination of LF and is a feasible and cost-effective approach to put an end to one of the world’s leading causes of avoidable disability. Elimination of Lymphatic Filariasis is one of the top priorities of Ministry of Health & Family Welfare, Government of India. Uttar Pradesh is one of the high priority states that accounts for one-third of total districts (157) with persistent transmission of filariasis.

PATH India country office is supporting the Government of India and Government of Uttar Pradesh for implementation of programme for elimination of Lymphatic Filariasis. Recently PATH ICO have been awarded a research grant by COR-NTD (Coalition for Research in Neglected Tropical Diseases) funded through UKAID. The research study intends to identify the reasons for poor compliance of community members for drugs distributed during MDA campaigns and failure of districts during Transmission Assessment Survey (TAS) in Uttar Pradesh. This intervention study will take place between Feb 2020 to March 2021 at Varanasi and Chitrakoot districts of Uttar Pradesh. The study aims to identify the reasons for poor drug compliance within the community in two districts and prepare and evaluate an intervention package to mitigate identified barriers and improve compliance in subsequent MDAs. The study will help the program managers to understand the various factors, which influence the success of MDA campaigns.

Chitrakoot and Varanasi districts have been selected because of suboptimal health indicators, and they represent endemic districts for lymphatic filariasis in Uttar Pradesh, both geographically and demographically.

PATH would like to hire a survey agency for the data collection process, which include data collection, cleaning, collation, data analysis, and submission to PATH India in a specific time frame. The data collection process of the study will happen in two phases – 1st phase between March and April 2020 (pre-implementation phase) and 2nd phase in Dec and Jan 2021 (post-implementation phase). The agency selected for this role will have to work under the guidance of PATH India and use the developed data collection tools. The various forms of data collection will be household surveys, drug administrator surveys, focus group discussions, in-depth interviews, and ethnography surveys.

B. Proposed Project Timeline:

<table>
<thead>
<tr>
<th>S. No</th>
<th>Activity</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Plan for sampling and data collection</td>
<td>Feb 2020</td>
</tr>
<tr>
<td>2</td>
<td>Modified and field-tested data collection tools</td>
<td>Feb 2020</td>
</tr>
<tr>
<td>3</td>
<td>Plans for hiring and training of data collection teams, validation of collected data and quality assurance and data analysis</td>
<td>Feb 2020</td>
</tr>
<tr>
<td>4</td>
<td>Training of the data collectors on data collection tools</td>
<td>March 2020</td>
</tr>
<tr>
<td>5</td>
<td>Data collection from the field</td>
<td>March - April 2020</td>
</tr>
<tr>
<td>6</td>
<td>Tabulation of key indicators of quantitative and qualitative data</td>
<td>May 2020</td>
</tr>
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IV. Scope of Work and Deliverables

A. Scope of Work:

**Objective:** A Mixed Method Study to Improve the Outcome of Mass Drug Administration in Two Districts of Uttar Pradesh That Failed the Transmission Assessment Survey

The proposed study will be conducted in the districts of Varanasi and Chitrakoot in Uttar Pradesh. The agency will be responsible for submitting a robust data collection and analysis methodology through which they can collect the required information to achieve the objectives. The agency will be responsible for collecting both the qualitative and quantitative data based on the proposed study design. The agency will suggest a quality assurance plan for all the activities planned for the proposed assignment.

**Key Activities:**

1. Proposal for sampling and data collection for the two districts in both phases
2. Testing of data collection tools developed by PATH team with necessary modifications if required.
3. Plans for:
   a. Hiring and training of the field team for data collection.
   b. Collection and validation of the data.
   c. Analysis of data (qualitative and quantitative).
   d. Monitoring of the data collection and quality assurance.
4. Tabulation of key indicators on quantitative and qualitative data
5. Preliminary report with detailed qualitative and quantitative analysis of the collated data and possible biases that may have been introduced.
6. All the collected data (electronic and hard copies) and transcripts of the Interviews and FGDs to be submitted at the time of final report submission
B. Deliverables:

**Deliverables and payment schedule:**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Deliverables</th>
<th>Proposed due date</th>
<th>Payment schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Signing of contract</td>
<td>Feb 2020</td>
<td>20%</td>
</tr>
<tr>
<td>2</td>
<td>Training of surveyors</td>
<td>Feb 2020</td>
<td>20%</td>
</tr>
<tr>
<td>3</td>
<td>Completion of data collection (qualitative and quantitative) – pre-implementation</td>
<td>April 2020</td>
<td>20%</td>
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<tr>
<td>4</td>
<td>Submission of Collated and analysis (pre-implementation)</td>
<td>June 2020</td>
<td>20%</td>
</tr>
<tr>
<td>5</td>
<td>Completion of data collection (qualitative and quantitative) - post-implementation</td>
<td>December 2020</td>
<td>20%</td>
</tr>
<tr>
<td>6</td>
<td>Submission of analysis with the final report</td>
<td>Feb 2021</td>
<td>20%</td>
</tr>
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</table>

V. Proposal Requirements - Financial

Provide itemized costs for the total scope of this project, based on the scope of work and deliverables outlined in Section IV. The final scope of work may be subject to negotiation; however, bidder selection will be made against the original scope of work. Bids should include itemized costs for key elements of the scope of work, as follows:

- Percentage of time to be spent by key staff in the project (level of effort of key staff).
- Profile summary of Key staff
- Rates of key staff.
- Daily/Monthly Financial Rate of key Staff (Key staff daily/monthly rate based on Level of Effort).
- Itemization of all other costs, e.g., agency costs, agency fees, sub-contracted resources, administrative costs, supplies, tax, etc.

VI. Proposal Requirements – Technical

The proposed study will employ mixed methods to understand various variables, which may affect the coverage of MDA. The study will deploy the following methodologies to collect data pertaining to study objectives:

- Households survey
- Drug administrative survey
- Focus group discussions
- In-depth interviews
- Ethnographic survey

*Household surveys*

This survey will be conducted pre- and post-intervention. The pre-intervention survey will be undertaken in the study districts for collection of assessed coverage data of last MDA round, which was
completed before the initiation of the study. The post-intervention data collection will occur after the next MDA round. The household survey will collect the data regarding the coverage of the MDA round. The comparison of pre- and post-intervention data will quantify the impact of the intervention package. Household survey will be conducted through a semi-structured questionnaire, which, PATH India has developed.

In each district and in each phase, the data collection will be conducted in 30 clusters and 570 randomly selected houses.

**Drug administrator surveys**

Drug administrators (DA) play a pivotal role during the MDA round through community mobilization and by distributing the drug to every household member. The drug administrator survey will be conducted in pre- and post-intervention phases. A semi structure questionnaire will be used for drug administrator survey to understand the relationship between DAs socio-economic/job-related factors, attitude, performance, retention, and professional quality of life. Additionally, a motivation score will be calculated based on the sum of the responses to 20 Likert scale (strongly agree=5 through strongly disagree=1) questions. The DA survey will include structured interviews of 30 DAs, which will be chosen from 30 clusters selected for household surveys.

**Focus group discussions**

Focus group discussions (FGD) will be performed with community influencers in both pre- and post-intervention phase in both districts. In the pre-intervention phase, the FGDs will probe upon the perception of LF and MDA in the community, the reasons for non-compliance of drugs and ways to improve the MDA campaigns. The FGDs will be recorded and then transcripted.

There will be 15 FGDs conducted in each district, in each phase with 5-6 community influencers.

**In-depth interviews**

In-depth interviews (IDI) will be conducted in both pre- and post-intervention phase. These IDIs will be done for community leaders and health officials at block & district level. Through these interviews in the pre-intervention phase, we will be able to gather information on community perception on LF elimination, MDA campaigns and strength & weakness of the health system. This will help in tailoring the strategies for the intervention package. In the post-intervention phase, this will be done for qualitative assessment of the effect of intervention package.

The IDIs for block and district officials will find out about their roles and responsibilities, challenges faced during the campaigns, process of night blood survey, ways of supervision, and support required during MDA campaigns.

There will be 30 in-depth interviews with community leaders (1 per cluster) in each district in each phase and 5 in-depth interviews of district and block health officials in each district in each phase.
Rapid Ethnography

Beside the qualitative and quantitative data collection, rapid group ethnography will also be used. Rapid ethnography is a team-based approach to data collection and analysis. This rapid ethnographic technique will be under the aegis of an experienced senior anthropologist, who will guide the qualitative researchers and six community-based ethnographers for a period of three weeks (in each district) in the pre-intervention phase. The following methods will be applied for collecting the data: transect walks, mini-interviews, participant observation, informal group discussions and key informant interviews, case interviews, social mapping, and an analysis of health promotion material used by the MDA program.

As this technique requires critical and analytical observations, the community-based ethnographers should have higher skills than regular data collectors.

VII. Proposal Evaluation Criteria

The following is a list of significant criteria against which proposals will be assessed. The criteria are listed in order of priority; however, they are not weighted.

A. Technical
B. Experience
C. Experience with UKAID contracts
D. Costs (as detailed in Section V)

Note: PATH reserves the right to include additional criteria.

VIII. Instructions and Deadlines for Responding

A. PATH contacts

Technical/Program Contact: Dr P Biswal – pbiswal@path.org, Dr Achintya Srivatsa – asrivatsa@path.org
Procurement Contact: Mr. Sushil Kumar Pandey – spandey@path.org

B. Confirmation of interest

Please send a statement acknowledging receipt of this solicitation and your intent to respond or not respond no later than 7th January 2020. Send the confirmation to the contacts listed above.

C. Fact-finding questions

Questions on this solicitation will be accepted via email to the contacts listed above through 10th January, 2020. Questions and answers to all questions will be provided on 13th January 2020 to all participants who confirmed interest. Please note that responses will not be confidential except in cases where proprietary information is involved. Inquiries after this date cannot be accommodated.
D. Proposals due: 15th January 2020

Completed proposals should be submitted by email to the contacts listed above. The subject line of the email should read: RFP # 2020-001 your company name.

E. Selection of short-list

PATH reserves the right to select a short list from the bids received. PATH has the option to interview and discuss specific details with those agencies who are on the short-listed.

F. Conclusion of process

Agencies will be notified of PATH’s decision by 21st January 2020. Final award is subject to the terms and conditions included in this solicitation, as well as successful final negotiations of all applicable terms and conditions affecting this work.

IX. Terms and Conditions of the Solicitation

A. Notice of non-binding solicitation

PATH reserves the right to reject any and all bids received in response to this solicitation and is in no way bound to accept any proposal.

B. Confidentiality

All information provided by PATH as part of this solicitation must be treated as confidential. In the event that any information is inappropriately released, PATH will seek appropriate remedies as allowed. Proposals, discussions, and all information received in response to this solicitation will be held as strictly confidential, except as otherwise noted.

C. Conflict of interest disclosure

Suppliers bidding on PATH business must disclose, to the procurement contact listed in the RFP, any actual or potential conflicts of interest. Conflicts of interest could be present if; there is a personal relationship with a PATH staff member that constitutes a significant financial interest, board memberships, other employment, and ownership or rights in intellectual property that may be in conflict with the supplier’s obligations to PATH. Suppliers and PATH are protected when actual or perceived conflicts of interest are disclosed. When necessary, PATH will create a management plan that provides mitigation of potential risks presented by the disclosed conflict of interest.

D. Communication

All communications regarding this solicitation shall be directed to appropriate parties at PATH indicated in Section VIII. A. Contacting third parties involved in the project, the review panel, or any other party may be considered a conflict of interest, and could result in disqualification of the proposal.
E. Acceptance

Acceptance of a proposal does not imply acceptance of its terms and conditions. PATH reserves the option to negotiate on the final terms and conditions. We additionally reserve the right to negotiate the substance of the finalists’ proposals, as well as the option of accepting partial components of a proposal if appropriate.

F. Right to final negotiations

PATH reserves the option to negotiate on the final costs and final scope of work, and also reserves the option to limit or include third parties at PATH’s sole and full discretion in such negotiations.

G. Third-party limitations

PATH does not represent, warrant, or act as an agent for any third party as a result of this solicitation. This solicitation does not authorize any third party to bind or commit PATH in any way without our express written consent.

H. Proposal Validity

Proposals submitted under this request shall be valid for 90 days from the date the proposal is due. The validity period shall be stated in the proposal submitted to PATH.