

Republic of the Philippines
Department of Health
NATIONAL NUTRITION COUNCIL
2332 Chino Roces Avenue extension, Taguig City
Tel./Fax No. 816-4239
Website: www.nnc.gov.ph

Request for Quotation

The National Nutrition Council is requesting quotation for the hiring of Consultancy Services for the Supplemental Study on Childhood and Adolescent Obesity for the PPAN SBCC Plan 2019-2022 (please see attached terms of reference for details of the project).

Prospective bidders must submit the following eligibility documents:


1. Mayor's Permit
2. Philgeps Certificate of Registration

Contract Duration: 5 months from receipt of NTP

Terms of Payment: please see attached TOR

Total Approved Budget for the Contract (ABC) – P 600,000.00

The NNC reserves the right to reject any or all bids, to declare the bidding a failure or waive any or all information or to award such bids to the supplier whose bid is considered most advantageous to government. For more details, please call the BAC Secretariat at telephone number 8816-4239.


CHONA M. FERNANDEZ
Chief, Administrative Division and
Chair, Bids and Awards Committee

Republic of the Philippines
Department of Health
NATIONAL NUTRITION COUNCIL

**TERMS OF REFERENCE FOR THE CONDUCT OF FORMATIVE/MARKET RESEARCH ON
OVERWEIGHT AND OBESITY AMONG CHILDREN AND ADOLESCENTS
AS SUPPLEMENT TO THE NNC PROJECT
“HIRING OF CONSULTANCY SERVICES FOR THE DEVELOPMENT OF
NUTRITION PROMOTION FOR SOCIAL AND BEHAVIOR CHANGE
COMMUNICATION PLAN 2019-2022”**

A. Background

The National Nutrition Council (NNC) hired the services of EON (Events Organization Network), Inc. in 2018 to develop the Nutrition Promotion for Social and Behavior Change Communication Plan 2019-2022 in support to the Philippine Plan of Action for Nutrition (PPAN) 2017-2022. The SBCC Plan aims to contribute to the adoption of positive nutrition behaviors to achieve the outcomes of the PPAN which includes reduced child stunting and wasting, overweight and obesity and micronutrient deficiencies (vitamin A, iron and iodine).

One of the major activities in the development of the SBCC Plan is the formative/market research to determine facilitating and deterring factors of desired behaviors in selected PPAN provinces. UNICEF Philippines has expressed its support to expand the coverage of the formative research particularly on child and adolescent overweight and obesity. Rather than conducting a separate formative research, the additional questions and areas will be dovetailed with the formative/market research to be undertaken by EON, Inc. for the PPAN SBCC.

This terms of reference describes the expanded market study on child and adolescent obesity that will be supported by UNICEF.

B. Objective

The project aims to supplement the conduct a formative/market research for the development of the PPAN Nutrition Social and Behavior Change Communication Plan to expand its coverage on overweight and obesity among children and adolescents.

C. Duration

The project shall be implemented in 5 months to include development and finalization of the formative research protocol, conduct of the actual research and development and finalization of the report.

D. Expected Outputs

1. Workplan for the expanded formative research to include additional survey areas and questionnaire on overweight and obesity among children and adolescents.
2. Report of the situation analysis based on review of literature and report of the results of the expanded formative/market research.
3. Audited financial report.

E. Mechanics

1. The development of the supplementary study will focus on child and adolescent overweight and obesity. A workplan will be submitted which details the methodology for the data gathering, processing and analysis.
2. Data gathering for the formative research on childhood and adolescent obesity will be done contiguously with the NNC-supported workplan on stunting, wasting and adult obesity. However, the focus areas for the obesity study are the UNICEF-KOICA areas, i.e., cities of Valenzuela, Cagayan de Oro and Zamboanga and the provinces of Samar, Northern Samar and Zamboanga del Norte. Identified health and nutrition workers from the provincial, municipal/city and barangay will be tapped for the interview and survey through online and/or telephone-assisted mode.
3. Results of the expanded research will be incorporated in the development of the Nutri SBCC Plan and other deliverables to be carried out by EON, Inc.
4. NNC and UNICEF will have the final approval of the results of the study.

F. Scope of Work of the Contractor

1. Submit and implement a workplan for the expansion of child and adolescent overweight and obesity in the formative/market research.
2. Submit report on the results of the situation analysis and formative research.
3. Coordinate with the NNC on the progress of the project.

G. Roles and Responsibilities of NNC

1. Assign a focal staff from the Nutrition Information and Education Division to coordinate the requirements of the project.
2. Coordinate closely with the contractor for the implementation of the project to ensure timeliness and quality of outputs.
3. Coordinate with UNICEF, NNC regional offices, survey areas and other stakeholders for the activities related to formative/market research, as needed.
4. Process the payment of the contractor upon approval of required deliverables.

H. Timetable of Activities

The consultant shall be guided by the timeline below:

Activity	Month				
	1	2	3	4	5
1. Coordination meetings with NNC	X				
2. Preparation and approval of workplan	X				
3. Conduct of formative/market research		X	X		
4. Preparation and analysis of research study				X	
5. Revision, finalization and approval of the report					X

I. Project Cost and Terms of Payment

The total project cost is Php600,000.00 chargeable against UNICEF funds, subject to the usual government accounting and auditing rules and regulations.

The consultant shall be paid upon approval and acceptance of deliverables required for each tranche of payment as follows:

Terms	Amount (PhP)
First Payment (15%) – upon submission of billing statement and workplan within 1 week from issuance of Notice to Proceed	90,000
Second Payment (60%) – upon submission of billing statement and approved workplan	360,000
Third Payment (25%) – upon submission of billing statement and approved reports on the situation analysis and formative/market research and audited financial report	150,000
TOTAL	600,000

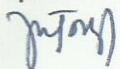
J. Ownership

All outputs of the project will become the property of the NNC and UNICEF. The consultant will not have any rights to copy, retain, reproduce, disclose, use the documents, reports, tools and materials without written approval of the NNC.

K. Penalty

Failure on the part of the consultant to comply with the requirements shall be cause for imposition of penalty of 1/10 of 1% of the total project cost for each day of delay that will be deducted from the final payment or the contract's termination as provided by existing government accounting and auditing rules and regulations.

Prepared by:

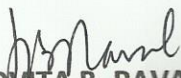


JOMARIE L. TONGOL

Nutrition Officer III

Nutrition Information and Education Division

Reviewed by:

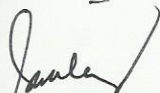


JOVITA B. RAVAL

Nutrition Officer V

Nutrition Information and Education Division

Approved:



AZUCENA M. DAYANGHIRANG, MD, MCH, CESE

Executive Director

National Nutrition Council