

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 a consultancy group to develop the Philippine Plan of Action for Nutrition (PPAN) Research Agenda 2017-2022 (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

Total Approved Budget for the Contract (ABC) – P 350,000.00

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 816-4239.


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

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Friday, November 24, 2017 07:25 PM

Imelda Catapang

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Bid Notice Abstract**Request for Quotation (RFQ)****Reference Number** 4998872**Procuring Entity** NATIONAL NUTRITION COUNCIL**Title** Hiring of Consultancy Group to Develop Phil. Plan of Action for PPAN Research Agenda**Area of Delivery** Metro Manila [Printable Version](#)

Solicitation Number:	094-2017	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Consulting Services	Date Published	25-Nov-2017
Approved Budget for the Contract:	PHP 350,000.00	Last Updated / Time	24-Nov-2017 7:07 PM
Delivery Period:	5 Month/s	Closing Date / Time	28-Nov-2017 8:00 AM
Client Agency:			
Contact Person:	Imelda M Catapang Buyer 2332 Chino Roces Avenue Extension, Taguig City Taguig City Metro Manila Philippines 1231 63-02-8435834 63-02-8164239 imc_nnc@yahoo.com		

Description

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

Created by Imelda M Catapang**Date Created** 24-Nov-2017[Return to Draft](#) [Back](#)

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Republic of the Philippines
Department of Health
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TERMS OF REFERENCE

**Hiring of a Research Group/Consultant(s) to Develop the
Philippine Plan of Action for Nutrition (PPAN) Research Agenda 2017-2022**

I. Background

Despite the considerable economic growth of the Philippines in recent years¹, and significant gains with the reduction in the prevalence of iron deficiency anemia and vitamin A deficiency disorders among pregnant women and lactating mothers, other forms of undernutrition remain a serious problem².

The latest National Nutrition Survey (NNS) conducted by the Food and Nutrition Research Institute in 2015 show that stunting among children 0-5 years is of public health significance by WHO standards. Underweight is at 21.5 percent and wasting at 7.1 percent, levels which have remained since 2000. In addition, nutrition-related noncommunicable diseases due to obesity have emerged as a public health concern in the country.

Emerging threats, including armed conflict and natural disasters affect the nutritional status of vulnerable population groups and require effective and innovative mitigation measures. On one hand, international attention by governments and relevant stakeholders to address malnutrition have increased, in view of global commitments including the 2030 Sustainable Development Goals, and regionally, along initiatives to end all forms of malnutrition in the ASEAN region through the adoption of an ASEAN Leaders' Declaration of the same title.

The National Nutrition Council (NNC) has formulated the Philippine Plan of Action for Nutrition (PPAN) 2017-2022 as the country's framework for nutrition improvement. It serves as a guide for national governments, local government units and other stakeholders who want to be involved in nutrition action as it lays the targets, strategic directions, and priority actions to address malnutrition, among others.

¹ Philippine Economic Update — April 2016
<http://www.worldbank.org/en/country/philippines/publication/philippine>

² The Philippines Health and Nutrition
https://www.unicef.org/philippines/health_nutrition.html

Based on the objectives and strategic thrusts of the new PPAN 2017-2022, a companion research agenda should be formulated to aid decisions and operationalization. A clear set of research agenda for the new PPAN can help ensure in evidence-based formulation of policies, strategies and technical guidance in operational implementation of the PPAN. Thus, the PPAN 2017-2022 identified the development of the research agenda as one of the three enabling programs.

To assist in the formulation of the PPAN Research Agenda 2017-2022, the National Nutrition Council will be hiring the services of a consultant(s).

II. Objectives

To hire the professional services of a consultant(s) to facilitate the formulation of the PPAN 2017-2022 Research Agenda. In particular, the consultant will, in consultation with the interagency ad hoc Committee on Research,

- a. Review existing relevant nutrition and related researches, local and international, for the agreed period, and identify research gaps and resources needed.
- b. Recommend research priorities consistent with PPAN framework.
- c. Identify strategies and mechanisms for engagement and implementation of partners.
- d. Recommend necessary research capacities, from development to research advocacy, to establish a sustainable inventory of nutrition researches.

III. Expected Output

1. Inception report including the PPAN Research Framework
2. Background document on the nutrition research landscape in the Philippines from 2005 to 2017.
3. PPAN Research Agenda 2017-2022: Priority Areas for Nutrition Research and Priority Actions for Creating an Enabling Research Environment

IV. Project Duration

The project shall be implemented in five months, to commence with the issuance of the Notice to Proceed.

V. Roles and responsibilities of the research group/consultant(s)

In consultation with the NNC Technical Committee/PPAN Research ad hoc Committee

1. Prepare the inception report including but not limited to the following:
 - a. Development of the PPAN Research Agenda Framework through mapping of existing PPAN-related researches
 - b. PPAN research gap analysis identifying research needs along PPAN, objectives, strategic thrusts and priority actions
 - c. Assessment of the research environment for PPAN and PPAN-related researches
 - d. Formulation of the PPAN Research Agenda 2017-2022 through prioritization and consensus building on PPAN research priorities with researchers and PPAN stakeholders.
2. Facilitate the conduct of the consultation workshop to be organized by the Secretariat, and prepare highlights of the consultation workshop.
3. Facilitate availability of stakeholders' venue and materials for meetings and workshop, and the preparation of summary report of the workshop.
4. Draft the PPAN Research Agenda document in consultation with the ad hoc Committee and other stakeholders, as may be identified by the Committee.
5. Finalize the approved PPAN Research Agenda document based on the inputs of the ad hoc Committee and NNC Technical Committee.
6. Submit a camera-ready copy in USB and DVD format and 3 printed copies of the PPAN Research Agenda document.

VI. Roles and responsibilities of the NNC Secretariat

1. Assign a focal staff to coordinate with the consultant
2. Fund and coordinate the ad hoc committee meetings and workshop.
3. Facilitate review of the acceptability of outputs and recommend approval to the NNC Technical Committee and PPAN ad hoc Committee on Research.
4. Provide reference materials for the preparation of the PPAN Research Agenda and Framework
5. Evaluate the contractor's outputs and process payment.

VII. Roles and responsibilities of the PPAN Research ad hoc Committee

1. Review and provide inputs to the inception report/background document in the development of the PPAN Research Agenda Framework
2. Provide inputs during the PPAN Research Agenda Formulation Workshop
3. Review and provide inputs to the draft PPAN Research Agenda

4. Review and approve the PPAN Research Agenda for presentation to the NNC Technical Committee

VIII. Qualifications of the Consultant(s)

The consultant should have extensive knowledge and practical work experience in developing research agenda for nutrition or related fields (food security, health, and sanitation). The consultant should have the following qualifications:

1. Senior consultant should have extensive experience in undertaking similar assignments for not less than 3 years
2. Experience in working with organizations/agencies that undertake and/or fund research projects
3. Experience in liaising with multi-stakeholders from the public and private sector, funding agencies, development partners and the academe
4. Extensive experience and working knowledge in health and nutrition sector is preferred
5. The research consultant(s) should submit a copy of curriculum vitae, proposal for the development of the PPAN Research Agenda and a copy of two recent projects.

IX. Timetable of activities

ACTIVITIES	MONTH				
	1	2	3	4	5
1. Preparation and approval of the inception report which includes plan of work and budget requirements to be presented to the ad hoc Committee, review of related literature, key informant interviews for the background document	x				
2. Submission of the background document to be presented during the consultation workshop		x			
3. Submission of the 1 st draft PPAN Research Agenda based on the inputs and validation during the consultation workshop to the ad hoc Committee for validation and additional comments			x		
4. Submission of the 2 nd draft of the Nutrition Research Agenda to the NNC Technical Committee for approval				x	
5. Finalization and submission of deliverables					x

X. Project Cost

The total project cost is Php350,000.00 inclusive of applicable taxes, chargeable against NNC's A.III.b funds subject to existing government accounting rules and regulations.

XI. Specific Deliverables and Terms of payment

Payment tranche	Deliverables	Terms	Amount
First Payment (15%)	Inception report	Released within 10 working days after submission and approval of methodology for the development of the research agenda	52,500.00
Second Payment (15%)	Background document on nutrition research landscape in the Philippines	Released within 10 working days after approval	52,500.00
Third Payment (20%)	First Draft of the PPAN Research Agenda	Released within 10 working days after submission and submission of billing statement	70,000.00
Fourth Payment (40%)	Second Draft of the PPAN Research Agenda	Released within 10 working days after submission and approval of the PPAN Research Agenda and submission of billing statement	140,000.00
Fifth and Final Payment (10%)	1 Camera-ready copy of the PPAN Research Agenda in USB and DVD format and 3 printed copies of the PPAN Research Agenda document.	Released within 10 working days after submission and upon submission of billing statement	35,000.00
		TOTAL PROJECT COST	Php350,000.00

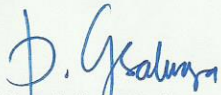
XII. Ownership

All documents, ideas and substance contained in the document, developed and submitted by the contractor will become and remain the property of the NNC. The contractor will not have any rights to copy, retain, reproduce, use the materials without written approval of the NNC.

XIII. Penalty

Failure on the part of the contractor 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 rules and regulations.

Prepared by:



Daniel G. Salunga

Nutrition Officer II, Nutrition Surveillance Division

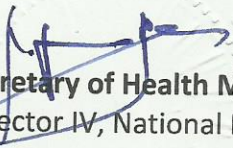
Reviewed by:



Hygeia Ceres Catalina B. Gawe

Chief, Nutrition Surveillance Division

Approved:



Assistant Secretary of Health Maria-Bernardita T. Flores, CESO II
Executive Director IV, National Nutrition Council