Request for Expression of Interest

Title: **To conduct nationwide Post Measles-Rubella (MR) Campaign Coverage Evaluation Survey (CES) 2020**

Reference Number: [EOI/BAN/2020/001]

Published Date: 06/02/2020

Closing Date: 20/02/2020 at: 14:00hrs, Dhaka

Contact Address for EOI response: Tender Box
WHO Bangladesh
United House (Ground to 3rd Floor)
Gulshan Avenue, Gulshan-1
Dhaka-1212

1. **Description of Requirements**

The World Health Organization (WHO) invites vendors to submit an Expression of Interest (EOI) for **Conducting nationwide Post Measles-Rubella (MR) Campaign Coverage Evaluation Survey (CES) 2020** for a period of total 16 Weeks from the date of contract signing, preferably from March 2020 which address the following objectives:

- Assess Measles Rubella vaccination campaign coverage at National level and Divisional level.
- Evaluate the performance of Measles Rubella campaign in Bangladesh, Campaign achievements, assessing selective vaccination approach, quality of the campaign and MR campaign support in Immunization system strengthening.
- Provide information as a basis for making concrete recommendations and planning for improving Measles Rubella vaccination in order to achieve elimination goal by 2020.

The specific objectives of the survey are to provide:

- Post Measles Rubella Campaign Coverage for the country, 8 division and 2 selective vaccination districts
- Routine coverage of Measles Rubella 1st and 2nd dose (among 1 years to 5 years age group)
- Reasons for not vaccinating
- Sources of vaccination services
- Vaccination coverage in hard to reach areas
- Knowledge of caregivers on Immunization & AEFI (Adverse Events Following Immunization)
- Assessing impact of SBCC activities conducting during MR campaign
- MR campaign vaccination coverage by background characteristics by mother’s education, monthly family income, mobile ownership and wealth quintile.
- Quality of the campaign in term of reach, covering vulnerable population, reaching zero dose or single dose children, reaching the unreached, covering high risk areas, AEFI management, etc.
- Assessing selective vaccination approach in two districts- Naogaon & Sylhet
- Immunization system strengthening activities conducted during MR campaign including reaching the unreached, strengthening cold chain & vaccine logistics system, AEFI management, use of technology, supportive supervision, etc.
- Key achievements of MR campaign and recommendations to improve MR routine coverage in the country.

In the upcoming MR campaign, 1 dose of MR vaccine will be provided to all children from 9 months to < 10 years of age irrespective of their previous measles and rubella vaccination status or illness from measles or rubella except at Naogaon and Sylhet district. At Naogaon and Sylhet districts (Selective Vaccination Strategy) children who according to vaccination card has received 2 doses of MR vaccine will be excluded from the campaign. Only vaccination card will be considered as evidence of receiving 2 doses of MR vaccine.

After the completion of the SIA, nationwide coverage evaluation survey to be conducted to evaluate the SIA coverage. The new WHO cluster survey methodology will be followed to conduct the survey. This survey will provide an opportunity to assess the coverage achieved in MR follow-up campaign and compare with the reported coverage. The coverage...
evaluation survey should be conducted within 1-2 months after campaign. Survey will cover target age group of 9 months to <10 years

WHO intends to invite selected vendors to participate in a formal solicitation, via a Request for Proposals (RFP), at a later stage, for the above requirements. Complete details of the requirements will be included in the solicitation documents.

2. Minimum Criteria for Vendors

Companies can only participate in this Request for EOI from WHO after completing their basic registration (free of charge) at the United Nations Global Marketplace (www.ungm.org).

- General criteria of the work or bidders/vendors (including working languages, geographic representation, if appropriate)
  
  i) Be a “Profit” or “Not for Profit” organization operating in the field survey, with proven expertise in EPI coverage survey.
  
  ii) The bidder/vendor can be National/International/Joint Venture Company/Institute/Organization fulfilling the following registration and legal/compliance requirements:
    
    - Is a VAT registered organization in Bangladesh;
    - Have a TIN number and up to date and Income Tax Certificates;
    - Produce evidence that there are no pending Criminal/Civil lawsuits against the institution your Institution/Company;
    - Your Institution/Company is not declared “Bankrupt/Ineligible/Banned” by any of the court in the country (Provide a statement to this effect);
    - There are no pending major lawsuits and litigations in excess of USD 100,000 at risk (indicate particularly those by licensees or patent infringement) against your Institution/Company (Provide a statement to this effect).
    - Your institution/Company has strong financial resources to implement the activities under this EPI coverage survey (provide authenticated financial report (please provide statement on the financial strength of your institution/Company or recent annual audited report or statements of accounts).

Evaluation of the General criteria: Bidders/Vendors are required to pass each of the criteria and sub criteria under General Criteria included above to qualify for the evaluation of technical criteria (given below) on weighted evaluation basis (weightings are given against each of the criteria).

Technical Criteria of the work or bidders/vendors:

A) Service Commitments to customers and Key Performance Indicators including but not limited to the following:

  - Management capacity of the organization, management of the project and why the organization is the best for carrying out the survey (maximum 10 points);
  - Resource planning and logistical arrangements; capable to implement the desired work/projects in nationally utilizing own existing administrative, operational and logistical resources to implement the projects without adding up Overhead costs to the WHO (maximum 10 points).
  - A clear understanding and knowledge having conducted large scale surveys, evaluation/ research works in the field of immunization in particular and health in general (maximum 10 points).
  - Adequate knowledge and exposure to the child health situation and programs in Bangladesh and the sub-continent (maximum 10 points).
  - Demonstrable skill and experience in writing technical reports (maximum 10 points)

B). Preferable experience of the bidder/vendor: This experience should preferably relate to international organizations and the areas of expertise related to the requirements.

  - Your institution/Company has at least 5 years work experience in the field of immunization programs with proven experience of having conducted large scale surveys, evaluation/ research works in the field of immunization in particular and health in general (maximum 20 points)

C. A list and information on key personnel/experts of your institution/Company comprises with educational qualifications, specific skills, previous experiences in conducting CES or similar kind of study:
Request for Expression of Interest

Evaluation Criteria and Selection: WHO will convene an Evaluation Committee that will evaluate the submitted EoIs. EoIs will be evaluated based on the technical criteria included above. During the evaluation period, clarifications may be sought by e-mail from the bidders/vendors with a deadline for submission. The EoIs are required to meet a minimum of 70 points (out of 100) for shortlisting for the purpose of the Eol by WHO. The process of technical evaluation, general assessment and administrative compliances of the Eol are subject to review and clearance of Vendor Review Committee of WHO Bangladesh. The Scoring scale that will be applied for the weighted evaluation for technical criteria are given below:

Scoring Scale:
- 0-39 = Not acceptable, has not addressed criteria
- 40 to 69 = Demonstrates limited understanding or capability - cannot be confident that evaluation criteria will be met
- 70-79 = Acceptable - satisfactory understanding or capability - reasonably confident that evaluation criteria will be met
- 80 to 89= Good understanding or capability - confident that evaluation criteria will be met
- 90 to 100= Excellent understanding or capability - complete confidence that evaluation criteria will be met.

3. Expression of Interest Instructions

Vendors interested in fulfilling the requirements are requested to express their interest by submitting the following documents, completed in full, together with their Expression of Interest in response to points 1. and 2. above, to the Contact Address (as stated above) not later than the Closing Date (as stated above):

1. A Vendor Information Form, using the template provided in Annex A, providing information on the vendor as an entity (legal and organizational), and describing concisely and briefly the vendor’s expertise and experience relevant to the requirements and criteria described above.
2. A self-declaration form, using the form provided in Annex B.

Submitted Expressions of Interest should not contain pricing information.

Any information considered by interested entities as confidential must be clearly marked "confidential".

Incomplete Expressions of Interest and Expressions of Interest submitted after the Closing Date will, in principle, be disregarded, unless WHO decides otherwise, in its sole discretion.

4. Disclaimer

This Request for Expression of Interest is not a solicitation, and replying to it does not guarantee that a vendor will be invited to any solicitation by WHO. No further details of the planned solicitation will be made available to vendors prior to the issuance of solicitation documents. In the event of a solicitation for the subject matter described herein, any Request for Proposal and any subsequent purchase order or contract will be issued in accordance with WHO’s rules and procedures.

Any and all costs and expenses incurred in relation to, or ensuing from, the submission of an Expression of Interest will exclusively be borne by the applicant. The application and selection process set forth in this document will not be subject to claims for financial compensation of any kind whatsoever.

WHO is acting in good faith by issuing this Request for Expression of Interest, however, this Request for Expression of Interest does not entail any commitment on the part of WHO, either financial or otherwise. WHO reserves the right to send solicitation documents to vendors identified by WHO through means other than this Request for Expression of Interest; reject any or all Expression(s) of Interest, without incurring any obligation to inform the affected applicant(s) of that decision or the grounds thereof; and/or change or cancel the procurement process at any time, including during the Request for Expression of Interest or formal solicitation processes.
Annex A – Vendor Information Form
To be returned by 14:00hrs, 20 February 2020 to Tender Box, WHO Bangladesh, United House (Ground Floor to 3rd Floor, Gulshan Avenue, Gulshan-1, Dhaka

**NOTICE:**
- Companies can only participate in solicitations of WHO after completing their basic registration (free of charge) at the United Nations Global Marketplace (www.ungm.org).
- As you express interest in the planned solicitation by submitting this response form, please verify that your company is registered under its full legal name on the United Nations Global Marketplace (www.ungm.org) and that your application has been submitted to WHO.

### Company Information to be provided by the Vendor expressing interest

<table>
<thead>
<tr>
<th>UNGM Vendor ID Number:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Company Name: (Not trade name or DBA name)</td>
<td></td>
</tr>
<tr>
<td>Company Contact:</td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td><strong>State:</strong></td>
</tr>
<tr>
<td>City:</td>
<td></td>
</tr>
<tr>
<td>Zip:</td>
<td>Country:</td>
</tr>
<tr>
<td>Telephone Number:</td>
<td>Fax Number:</td>
</tr>
<tr>
<td>Email Address:</td>
<td>Company Number:</td>
</tr>
</tbody>
</table>

**Corporate information:**

- **Company mission statement**
- **Service commitment to customers and measurements used**
- **Organization structure** (include description of those parts of your organization that would be involved in the performance of the work)
- **Relevant experience** (how could your expertise contribute to WHO’s needs for the purpose of this EOI) – Please attach reference and contact details

**Staffing information**

<table>
<thead>
<tr>
<th>Entity Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address:</td>
<td></td>
</tr>
</tbody>
</table>

| Name and Title of duly authorized representative: |  |
| Date: |  |
| Signature: |  |
Annex B - Vendor’s Self Declaration Form

To be returned by 14:00hrs, 20 February 2020] to Tender Box, WHO Bangladesh, United House (Ground to 3rd Floor), Gulshan Avenue, Gulshan-1, Dhaka

<Full legal name of Vendor> (the “Vendor”) hereby declares to the World Health Organization (WHO) that:

a. it is not bankrupt or being wound up, having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning the foregoing matters, and is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

b. it is solvent and in a position to continue doing business for the period stipulated in the contract after contract signature, if awarded a contract by WHO;

c. it or persons having powers of representation, decision making or control over the Vendor have not been convicted of an offence concerning their professional conduct by a final judgment;

d. it or persons having powers of representation, decision making or control over the Vendor have not been the subject of a final judgment or of a final administrative decision for fraud, corruption, involvement in a criminal organization, money laundering, terrorist-related offences, child labour, human trafficking or any other illegal activity;

e. it is in compliance with all its obligations relating to the payment of social security contributions and the payment of taxes in accordance with the national legislation or regulations of the country in which the Vendor is established;

f. it is not subject to an administrative penalty for misrepresenting any information required as a condition of participation in a procurement procedure or failing to supply such information;

g. it has declared to WHO any circumstances that could give rise to a conflict of interest or potential conflict of interest in relation to the current procurement action;

h. it has not granted and will not grant, has not sought and will not seek, has not attempted and will not attempt to obtain, and has not accepted and will not accept any direct or indirect benefit (financial or otherwise) arising from a procurement contract or the award thereof; and

i. it adheres to the UN Supplier Code of Conduct.

The Vendor understands that a false statement or failure to disclose any relevant information which may impact upon WHO’s decision to award a contract may result in the disqualification of the Vendor from the bidding exercise and/or the withdrawal of any proposal of a contract with WHO. Furthermore, in case a contract has already been awarded, WHO shall be entitled to rescind the contract with immediate effect, in addition to any other remedies which WHO may have by contract or by law.

| Entity Name: | …………………………………………………………………………………………………… |
| Mailing Address: | …………………………………………………………………………………………………… |
| | …………………………………………………………………………………………………… |
| | …………………………………………………………………………………………………… |
| Name and Title of duly authorized representative: | …………………………………………………………………………………………………… |
| Date: | …………………………………………………………………………………………………… |
| Signature: | |

Request for EOI Template_V.03_20171016