

**KARNATAKA HEALTH PROMOTION TRUST (KHPT)**

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**Request For Proposals (RFP)**

**For Selection of Institution / Organisation / Consulting Agency for conducting implementation study on behaviour patterns of vulnerable populations for BREAKING THE BARRIERS project**

**RFP Reference No. : KHPT/BTB/2020-21/001**

**Date of RFP : 26-May-2020**

**Last Date for Submission of Proposal : 04-June-2020 by 5.00 PM**

**Address for Communication : The Procurement Committee  
Karnataka Health Promotion Trust  
IT Park, 5<sup>th</sup> Floor  
# 1-4, Rajajinagar Industrial Area  
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## Introduction

### Purpose of call for Proposal is to:

- Conduct implementation study on behavioral patterns of vulnerable populations such as migrants, mining/industrial population, tribals and urban poor (sub groups) in Bihar, Karnataka, Chattisgarh, Telangana.
- Recommend behavioral solutions to overcome barriers for health seeking behaviour for TB diagnosis, treatment and treatment adherence., among vulnerable populations such as migrants, mining/industrial population, tribals and urban poor (sub groups) in Bihar, Karnataka, Chattisgarh, Telangana.

Institutions/Organizations/Agencies are required to submit a detailed Proposal (10 pages max) clearly indicating their plan for conducting survey, sharing of field level data to KHPT, and preliminary analysis of data from the field, the modifications to the solutions propose, and financial proposal indicating cost of conducting this study. Institutions/Organizations/Agencies submitting proposal with clearly defined methodology, data quality assurance including technical expertise would be given preference, especially those who have prior experience of conducting such study. Institutions/Organizations/Agencies would also be required to demonstrate the skills and understanding in such exercise by clearly outlining the timeline and resources required to accomplish the job description

## Background

KHPT is implementing a TB project through USAID funding - “Breaking the Barriers” (A Community engagement initiative to accelerate TB elimination in India).

“Breaking the Barriers” project, aims to develop and scale up effective behavior change operational models that improve coverage of vulnerable populations, such as urban poor, tribal communities, migrants, mining/industrial workers, for increased case detection, notification, improved successful treatment outcomes in DS TB, TB HIV, DR TB.

The project will

- engage with community structures for sustainable behavior change, implement patient centric approaches towards the prevention of TB, case detection and successful treatment outcomes.
- embed digital technology within the intervention framework for effective and scalable behaviour change interventions among patients and families.
- will also evaluate social network, positive deviance, design thinking and nudge approaches in bringing about behaviour changes.

KHPT implements this project in select districts of Karnataka, similarly in Telangana, Bihar, Chattisgarh, partnering respectively with TB Alert India, Care India and World Vision India.

## Scope of Work

**Conducting implementation study on behaviour patterns of vulnerable populations for BREAKING THE BARRIERS project, in Bihar, Karnataka, Chattisgarh and Telangana**

### **Rationale & Purpose:**

The proposed study component is part of overall project's non-experimental study design' to study on behavioral patterns of vulnerable populations such as migrants, mining/industrial population, tribals and urban poor (sub groups) and recommend behavioral solutions to overcome barriers for health seeking behaviour for TB diagnosis, treatment and treatment adherence, among them. Based on the recommendations, behaviour change solutions will be implemented through project activities

### **Objectives:**

The proposed study has the following primary objectives:

- (1) To study health seeking patterns for vulnerable populations such as migrants, mining/industrial workers, tribals and urban poor (certain sub groups).
- (2) To find out enablers and barriers to health seeking behaviour for TB diagnosis and treatment.
- (3) To find out enablers and barriers to TB treatment adherence.
- (4) To identify and recommend behavioral solutions (based on the analysis of above 1,2,3) to improve health seeking, adherence and successful treatment outcomes, among vulnerable populations.
- (5) To recommend technology platforms to implement identified behavioral solutions, to reach vulnerable populations such as migrants, mining/industrial workers, tribals and urban poor (certain sub groups).

### **Study methodology**

The detailed study methodology and approach will be developed by the party keeping in mind the objectives, the sample population and size to be covered; the geography, vulnerable populations and the key stakeholders their community, NTEP staff, patients and families.

## **Terms of Reference (TOR) and Deliverables**

### **TOR for proposal development**

Following would be the key responsibilities of selected institution/organization/agency under this assessment:

1. Develop detailed technical proposal for conducting a collaborative study on behavioral patterns of vulnerable populations such as migrants, mining/industrial population, tribals and urban poor (sub groups) in Bihar, Karnataka, Chattisgarh, Telangana.
2. Prepare overall study design to capture a representative sample of targeted population
3. Study tools will be developed by the party, translate in local language, and pre-tested the tool in coordination with KHPT BREAKING THE BARRIERS research team
4. Carry out data collection, data entry and cleaning of data as per the agreed timelines and methodologies
5. Provide management support to conduct the study
6. Sign an undertaking for ensuring data confidentiality
7. Systematically organize data generated during the study and submit all the data files to KHPT
8. Fulfil the requirements for an interim review as decided from time to time

### Deliverables

1. Selection of study samples for each group from screening form.
2. Digitize the information collected and handover to KHPT.
3. Digitalizing the list of key interviewees and the results of interview and hand over the file to KHPT.
4. Hand over the cleaned and final data set in file with formats of standard statistical packages such as SPSS and Stata to KHPT.
5. Hand over the all hard copies of the filled in formats and tools used for the study to KHPT or KHPT authorized person.
6. Periodic progress report
7. Final report detailing the findings on the utility of community structures in TB and the opportunities in patient support approaches.

### Evaluation of the Bids

The Bids shall be evaluated by marking system to objectively assess the capability to execute the project drawing information provided in the Technical and Financial proposal. The technical and financial proposal shall be assigned a maximum score of 70 and 30 respectively for the evaluation.

### Implementation Schedule and Timelines

The work has to be completed within a period of 16 weeks. The details of deliverables along with timeline are given in the table below.

S. No.	Deliverable/ Activities	Timeline
1	Research plan and design	8 Jun to 5 Jul, 2020
2	Research synthesis phase	6 Jul to 2 Aug, 2020
3	Visualization and way forward	3 Aug to 30 Aug, 2020
4	Workshop and final documentation	31 Aug to 27 Sep, 2020

### Payment Schedule

Installment	Deliverables	Verifiable indicator	% of the amount to be released
1 <sup>st</sup>	Signing of the Agreement	Upon Signing of Contract	25%
2 <sup>nd</sup>	Finalization of research plan and design and research synthesis phase	Report received at KHPT	25%

<b>Installment</b>	<b>Deliverables</b>	<b>Verifiable indicator</b>	<b>% of the amount to be released</b>
3 <sup>rd</sup>	Workshop and final documentation with all cleaned and final data set in file with formats of standard statistical packages (SPSS/ Stata)	Complete final data and report received at KHPT	50%

## **Guidelines for Submission of Proposal**

The proposal should capture the following information:

### **Organization Profile**

- Name and address of the Organization
- Year of establishment
- Legal status of the Organization – Whether Organization is registered under society Registration Act in India or is an autonomous body or a Limited company or partnership firm, etc., and details thereof (e.g., name(s) of partners, Managing Directors, Chief Executive Officers, key persons)
- Brief Profile and Principal nature of activities undertaken.
- Communication details of the organization: mailing address, telephone and fax numbers, email address, etc.

### **Technical Proposal**

- Background
- Objectives
- Study design
- Potential risks and benefits to participants'
- Ethics issue and informed consent
- Details of Field plan
- Data entry plan
- Timelines for completing the study
- Potential risk and mitigation plan of field staff
- Indicate potential risks and mitigation plan in conducting the survey
- Project team including the Principal and Co-principal investigator names and brief CVs
- Contact person, designation and official address for communication

### **Study/Survey Experience**

- Area of specialization of Field research/survey (enclose copy of the papers, letter of engagement, etc.)
- The geographical coverage (State/UT) of surveys conducted.
- List of large-scale demographic and/or health and/or social sector surveys conducted by the organization (including DLHS, NFHS, AHS, CES, CE-NRHM, etc.) with information on

geographical area covered, number of officers and supervisors, investigators engaged and number of households covered in the last five years in each survey.

- Names and addresses of sponsoring or funding agencies for whom the earlier surveys were conducted. (Indicate key person's name and contact details of sponsoring/ funding agencies).
- Were the surveys completed in time? If not, reasons thereof.
- Documentary evidence of experience of conducting at least one large-scale demographic and/or health surveys in the last five years.

### **Financial Proposal**

- Should cover the entire cost of the proposed study, training of staff, travel & allowances, all resource costs, printing and distribution of required manuals, questionnaire, postage, courier, computers for data entry etc.
- The total cost quoted should be inclusive of all applicable taxes.

### **Submission of Proposal**

The soft copies of Technical Proposal and Financial Proposal (along with the covering letter and associated documents duly signed and sealed) should be put into covering email specifically indicating the subject line Proposal for – **“conducting implementation study on behaviour patterns of vulnerable populations for BREAKING THE BARRIERS project”**. The proposal must be submitted electronically at the email id [khptblr@khpt.org](mailto:khptblr@khpt.org) in pdf format **latest by 04-June-2020 by 23.59 Hrs.**

Proposals received after the due date and to any other email ID other than [khptblr@khpt.org](mailto:khptblr@khpt.org) will not be considered.

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**All queries/correspondences pertaining to this RFP will be done through KHPT procurement Committee email i.e. [khptblr@khpt.org](mailto:khptblr@khpt.org)**