

CALL FOR PROPOSAL

TO DEVELOP SELF-CARE MODEL FOR SELF-MANAGED PAC SERVICES

Mode of assignment: Develop Guidelines for Self-Care Management

Duration of consultancy: 45 days (starting from the signing of contract)

Requested documents: Prospective individuals/ firms should provide a CV/ profile detailing their relevant skills and experience. The overall package must have following documents:

- Cover letter (Maximum 2 pages clearly demonstrating the suitability of applicant for stated assignment)
- Updated profile of the individual Consultant or a Firm supported with resume of Chief Consultant and maximum of other 3 key team members (Maximum 3 pages each)
- Proposal including cost of assignment covering all expenses (Maximum 4 pages)
- Submit hard/ soft copy of one example of previous similar work.

Instructions to be followed:

- All documents must be forwarded through postal service only. Please clearly write '**Proposal for Guidelines on Self-Care**' on sealed envelope.
- Please fold details of cost of assignment in a separate envelop to send along with other documents.
- Please send your proposals to Director Monitoring Evaluation and Research (MER), Rahnuma Family Planning Association of Pakistan, 3 A Temple Road, Lahore, 54000.

Note: *Rahnuma FPAP reserves the right of disqualifying proposals with pages more than above mentioned numbers and/or if any of the above instruction is not followed adequately. Proposals sent through an email will not be considered for shortlisting.*

Shortlisted consultants may be required to undertake a telephone or Skype discussion before finalization of decision.

Deadline for the submission of proposal: April 06, 2022

Expected date of initiation of consultancy: April 13, 2022

Payment schedule: 30% payment will be made at time of signing the agreement, 30% will be paid on the submission of first draft of Guidelines and last payment of remaining 40% will be made on submission of finalized deliverable.

All payments will be made through cross-cheque in Pak Rupees after deduction of withholding of Income Tax i.e. i) For individual, 10% in case of Filer and 20% in case Non-Filer; and ii) For Companies, 8% in case of Filer and 16% in case of Non-Filer. And, Withholding of Sales Tax i.e. 16% on services as per Law of Punjab Revenue Authority (PRA). The above rates may change if there is any amendment in tax rates by PRA & Federal Board of Revenue (FBR).

Liaison person from Rahnuma FPAP (R-FPAP):

Please direct your submission of proposal related queries to Director Monitoring Evaluation and Research, Rahnuma FPAP, 3-A Temple Road, Lahore Phone: (042) 111 22 33 66, Ext. 323. Direct line: (042) 3636 1583. Email address: asifa@fpapak.org

Background

The high level of unmet need for FP (17 percent), low level of CPR for modern methods (25 percent) and high level of unwanted pregnancies (25 percent) are considered as main drivers of abortions in Pakistan (Pakistan Demographic and Health Survey 2017-18). In 2012, it had 2.25 million induced abortions. The national abortion rate was 50 abortions per 1,000 women aged between age 15 to 49 (Guttmarker Institute, 2015). Furthermore, existing biases of service providers and lack of knowledge of specific law on abortion has worsen the already bad situation. Most doctors refuse to perform PAC services and believe it to be illegal or cite their own cultural belief for not performing PAC. It is pertinent to mention here that abortion is permitted under specific conditions only. Under Section 338 of Pakistan Penal Code, 1860 (as amended in 1997), abortion is permitted for 'saving the life of a woman' and 'for providing necessary treatment' and in 'good faith'.

According to a recent case study (Health Research Policy and System: The Role of Partners in Promoting Self-Care for Misoprostol and Subcutaneous DMPA in Pakistan. Case Study, 2021), Pakistan is faced with 'protracted challenges in addressing maternal mortality with weak healthcare system complexed with inequities. In this context, self-care interventions offer the best solution for improving access to quality healthcare services with efficiency and economy.

Being cognizant of the poor health indicators and in particular barriers to accessing PAC services and increasing scope of self-care interventions as highlighted above, Rahnuma FPAP is at the forefront of improving women and girls access to safe PAC services.

Keeping in view the above scenario, Rahnuma FPAP is implementing a project on self-care PAC services and intends to develop self-care model for self-managed PAC services through an external expert as a Consultant. As part of the consultancy, the model will include preparing guidelines, protocols/SOPs, hand-outs and follow up matrix for clients and service providers.

Project goal

The Global Care Initiative aims to enable self-care PAC practices worldwide by developing person-centered and context sensitive PAC models of self-care, communication and advocacy tools that help stakeholders from community, institutional and political levels to support and empower women and pregnant individuals.

Purpose of the Assignment

The purpose of the consultancy is two-fold:

- To identify existing mechanisms on self-care model within and outside Rahnuma FPAP system through literature review and meetings with Rahnuma FPAP and other relevant stakeholders.
- Based on the existing mechanism analysis, a draft prototype will be prepared on human centered approach for Self-Managed PAC services in close consultation of Rahnuma FPAP senior management and

service providers, Global Care Consortium partners technical partner (IPAS and HAPTICA), and Rahnuma FPAP's satisfied clients.

- To develop guidelines, protocols/SOPs, hand-outs and follow up matrix for clients and service providers.
- Health Research Policy and System. 2021. The role of partners in promoting self-care for misoprostol and subcutaneous DMPA in Pakistan. Case study.
- To take feedback of clients on existing services by Rahnuma FPAP, identify gaps and propose remedial strategies based on their experiences.

The specific objectives of the consultancy are:

- To develop and finalize a Self-care model (with inputs from community intermediaries, Rahnuma FPAP staff and other stakeholders.)
- To develop and finalize guideline on self-care model for PAC services.

Assignment location

Lahore

Support from Rahnuma FPAP

Following will be provided by Rahnuma FPAP:

- Orientation of the project and handing over relevant project documents.
- Feedback on developed methodology and self-care PAC tools to be used.
- Facilitation throughout the consultancy process and accessing potential respondents from service providers and FPAP management/ staff, satisfied clients (women who received PAC services).
- Provide thorough feedback on first draft of committed deliverables.
- Review finalized deliverables for ensuring incorporation of feedback before its finalization by the Consultant.

Roles and responsibilities of the consultant

The Consultant will be responsible to:

- Draft and Finalize guidelines/ self-care model methodology in consultation of Rahnuma FPAP and other relevant stakeholders.
- As part of preparing the draft model, consultant will be invited to attend webinars arranged by Rahnuma FPAP with relevant stakeholders as necessary.
- Finalize outline of final deliverables in prior with Rahnuma FPAP project staff.
- Finalize work schedule of 30 days' assignment during inception meeting in consultation of Rahnuma FPAP.
- Finalize data collection tools after incorporating feedback from Rahnuma FPAP.
- Develop self-care model and followed by subsequent guidelines as per suggestions provided by Rahnuma FPAP.
- Add brief literature review on self-care PAC model.
- Incorporate comments in first draft of deliverables within 5 days and share again the revised version with Rahnuma FPAP concern staff.
- Finalize the self-care model and followed by subsequent guidelines in the light of comments/suggestions provided by Rahnuma FPAP.

- Share final self-care model and followed by subsequent guidelines report with Rahnuma FPAP within given timeframe.

Final deliverables submitted by the consultant

- Covering letter three hard and three soft copies of the self-care model and followed by subsequent guidelines duly signed by the Consultant.
- Electronic copy of primary data- both qualitative and quantitative, collected during development of self-care model/ guidelines along with finalized report as part of final deliverable.

Qualification and experience of the consultant

The consultant applying for this assignment must have:

- At least 5 years' prior experience developing guidelines for FP/ SRH and PAC related services.
- Demonstrate deep understanding and sensitivity of women's health related matters in particular PAC; sexual and reproductive health including family planning and gender-related concerns.
- MBBS degree, Masters in Public Health or other relevant subject is desired.