

CALL FOR PROPOSAL

TECHNICAL TRAINING OF SERVICE PROVIDERS ON MENSTRUAL REGULATION (MR) AND POST ABORTION CARE (PAC) SERVICES

Mode of assignment: Technical training on MR and PAC Services

Duration of consultancy: 29th May - 19th June 2023

Requested documents: Prospective individuals/ firms should provide a CV/ profile detailing their relevant skills and experience. The overall proposal 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 soft copy of one example of previous similar work.

Instructions to follow:

- All documents must be forwarded through postal service only
- Please clearly write on sealed envelope '**Trainings on MR and PAC**'.
- 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 Zoom discussion before finalization of decision.

Training location: Rahnuma Training Institute (RTI), Lahore

Training Participants: 16 (Doctors and Lady Health Visitors nominated by Rahnuma FPAP)

Deadline for the submission of proposal: 15th May 2023

Expected date of initiation of consultancy: 29th May 2023

Payment Schedule: 100% of payment is scheduled on completion of assignment and satisfactory submission of training report as final deliverable approved by Rahnuma FPAP. Payment will be made through cross-cheque. Tax will be deducted as per laws of Government of Pakistan.

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

Introduction

RFPAP is an affiliate member of International Planned Parenthood Federation (IPPF), working in Pakistan as a national organization since 1953. It has been extending family planning (FP) and sexual and reproductive health (SRH) information and services across all four provinces, Gilgit Baltistan and Azad Jammu & Kashmir (AJK) through a network of its own service delivery outlets and through collaboration with public and private sector.

Background

Over 50 million women experience an abortion every year, including induced and spontaneous abortion. Majority of the women do not have access to safe abortion care services in developing countries, consequently experiences death or suffer permanent injuries or long-term illness. To prevent abortion related illness and mortality, Rahnuma FPAP is commitment to improve access to safe abortion care services. In 2006, a program was initiated for training of staff in provision of menstrual regulation services, treatment for incomplete abortions using manual vacuum aspiration and related post-abortion care including post abortion contraception. R-FPAP has upgraded its health care facilities to start providing menstrual regulation and treatment for incomplete abortion care services and a full range of contraceptive services under this initiative. Rahnuma FPAP is continuously enhancing the technical skills of its services providers through comprehensive trainings.

Purpose of this assignment

The build the capacity and technical service delivery skills of service providers covering all aspects of comprehensive abortion care services with special emphasis on imparting skills for Medical Abortion (MA) and Manual Vacuum Aspiration (MVA).

Roles and Responsibilities of Consultant

Following are presumed broader activities to be carried out by the Consultant:

- Develop detailed training agenda.
- Develop presentation and handouts of training material for imparting comprehensive theoretical classroom sessions.
- Produce outline of skills based training methodology assuring desired level of capacitating service providers on comprehensive abortion care services with focus on MVA and MA.
- Share both theoretical content including presentation and skills based training material in advance with Rahnuma FPAP for review and feedback, if any
- Impart training on scheduled dates as per agenda approved by Rahnuma FPAP.
- Submit draft report within 1 week of the training.
- Finalize training report after incorporating comments by Rahnuma FPAP and submit within contractual timeframe.

Support from Rahnuma FPAP

Following will be provided by Rahnuma FPAP:

- Conduct inception meeting with the Consultant.
- Share pertinent material for reference on comprehensive safe abortion care available with Rahnuma FPAP; if requested.
- Provide all relevant training logistics and administrative support desired for ensuring quality training.
- Arrange clients for imparting hands-on-skill training of participants.
- Provide feedback on draft documents.
- Provide training on data recording and reporting of MA and MVA services.

Final deliverable by the Consultant

Submit three hard and three soft copies on 3 USB drives/CDs of entire training materials and finalized report within agreed timeframe.