**Call for Proposal**

**Hiring of 1 Consultant for Supervision of Primary Care Physicians (PCPs)**
**(Based in Skardu and Ghanche, Gilgit-Baltistan)**

**Mode of Assignment**

Rahnuma Family Planning Association of Pakistan (Rahnuma-FPAP) invites proposals from qualified and experienced mental health professionals or consulting firms for **technical supervision and mentoring of Primary Care Physicians (PCPs)** trained under the **mhGAP-HIG-PK guidelines** in **Skardu and Ghanche**, Gilgit-Baltistan.

The consultant will be responsible for **providing professional guidance, case supervision, and ongoing mentorship** to the trained PCPs to ensure the effective application of mhGAP protocols in clinical practice, quality assurance in mental health service delivery, and improved referral linkages within the community-based MHPSS network.

**Duration of Consultancy**

**2 Months (November– December 2025)**

**Scope of Work**

The consultant will be responsible for:

* Providing **technical supervision and mentoring** to PCPs in Skardu and Ghanche on the application of mhGAP-HIG-PK protocols.
* Conducting **monthly review and supervision sessions** (in-person and/or telehealth-based) to discuss complex cases and clinical decision-making.
* Supporting PCPs in **strengthening referral mechanisms** between community-based psychosocial teams and health facilities.
* Ensuring **adherence to mhGAP guidelines**, ethical standards, and clinical documentation requirements.
* Submitting **monthly supervision reports** highlighting progress, challenges, and recommendations.
* Preparing a **final report** summarizing supervision outcomes, capacity improvements, and lessons learned.

**Requested Documents**

Interested individuals or firms must submit a **proposal package** containing the following:

1. **Cover Letter**
2. **Updated Profile / CV** of the consultant o
3. **Technical & Financial Proposal**
4. **Sample of Previous Work** (either printed or digital copy).

**Instructions to Applicants**

* Proposals must be submitted **through postal service only**.
* Please clearly mention **“Supervision of Primary Care Physicians (PCPs) – Skardu & Ghanche”** on the sealed envelope.
* Send proposals to:

**(Acting) Director Administration**
Rahnuma Family Planning Association of Pakistan (Rahnuma-FPAP)
3-A Temple Road, Lahore – 54000

**Deadline for Submission: 25 October 2025**

**Expected Start Date: 1 November 2025**

**Payment Schedule**

* **100% payment** upon successful completion of the assignment and submission of approved deliverables.
* The Payment shall be made to the consultant through cross cheque in Pak Rupees after deduction of withholding of all taxes applied as per Law of Punjab Revenue Authority (PRA) and Federal Board of Revenue (FBR).

**Liaison Person at Rahnuma-FPAP**

**(Acting) Director Administration**
Rahnuma Family Planning Association of Pakistan (Rahnuma-FPAP)\*\*
3-A Temple Road, Lahore\*\*
Phone: (042) 111 22 33 66, Ext. 323
Direct Line: (042) 3636 1583
Email: **abid@fpapak.org**