

REPUBLIC OF THE PHILIPPINES Department of Health

NATIONAL CENTER FOR MENTAL HEALTH Nueve de Febrero Street, Mandaluyong City, Philippines



BIDS AND AWARDS COMMITTEE

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Section VII. Technical Specifications

INSTRUCTION: Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB Clause 3.1(a) (ii) and/or GCC Clause 2.1(a)(ii).

ITEM	SPECIFICATION	STATEMENT OF COMPLIANCE
	PUBLIC BIDDING FOR THE DEVELOPMENT OF A COMPETENCY FRAMEWORK AND RUBRICS FOR NCMH PUBLIC MENTAL HEALTH WORKFORCE (PHASE 1) CY 2024	
1	I. BACKGROUND/ RATIONALE A public health approach to mental health and behavioral disorders requires the study and monitoring of which diseases, and disorders are present in the population, among which groups, and how the occurrence of disease, disability and well-being are distributed geographically. The World Health Organization (WHO) defined health as "State of complete physical, mental, and social well-being and not merely absence of disease or infirmity" (WHO, 1948). Hence, as explicitly recognized, mental health is an inherent part of public health. As such, all areas of public mental health must be carried with rigorous methodology, and require consideration of medical, psychological, and social disciplines (Engel, 1977), that is encompassing a biopsychosocial-spiritual approach. According to Kuh and Ben Shlomo (1997), the life course perspective has to be at its core, to be able to predict the timing of onset of disorders and their consequences, although it would sometimes take years to evolve to a full-blown disorder with dysfunctionality and disability.	
	The social determinants of mental health (namely: discrimination and social exclusion; adverse early life experiences; low educational attainment; poor educational quality and educational inequality; poverty, income inequality, and neighborhood deprivation; food insecurity; unemployment, underemployment and job insecurity, poor housing quality and housing instability; climate change; adverse features of the built environment; and poor access to health care, all increase the likelihood of affecting the mental health condition, more likely in the aftermath of a pandemic. Hence, a population-based approach for primary prevention will definitely improve physical and mental health outcomes. The National Center for Mental Health (NCMH), being the National Specialty Center for psychiatric and neurological disorders (specifically for seizure disorder, dementia and neurodevelopmental disorders) is directed towards the full implementation of the Implementing Rules and Regulations of the Mental	



facility is mandated to be in the forefront not just in the management and treatment of mental health disorders but in training and capacitation of mental health workers nationwide.

The Department of Health statistics has estimated that 154 million Filipinos suffer from depression and 877,000 die by suicide each year. With the COVID-19 pandemic in 2020, the Philippines was not exempt from the challenges that tested the strengths and highlighted the weaknesses of the public mental health systems internationally. The impact on mental health was significant as evidenced by research on mental health during COVID-19 pandemic reporting an increase in the prevalence of insomnia, anxiety and depression (Pappa et al, 2020; Tee et al, 2020).

In the Philippines setting, the shortage of healthcare workers in general, has magnified the insufficiencies and ineffectiveness of national health systems to deal with the pandemic. Moreso, the need to train mental health workers to address the resource stratified framework that will hopefully address the gaps, the biggest chunk of the pie is for NCMH to deliver a functional public mental health system.

The Performance Governance System (PGS) Training Roadmap aims to "evolve into a Mental Health Training Center, offering standardized development programs for mental health care providers at all levels of care". Through this roadmap, NCMH is geared towards shaping the workforce to be more responsive to the psychosocial demands of the country and be competent and adept to address the volatility, uncertainty, complexity and ambiguity of the times.

In this context, through the lens of a Public Mental Health Competency Framework for the NCMH workforce, we can ensure a responsive and effective delivery of service that can address future public health emergencies, as well as implement evidence-based strategies for mental wellness and suicide prevention. These are deliverables for compliance in our Performance Governance System.

II. GENERAL OBJECTIVE:

To develop a competency framework that identifies and clearly defines core competencies of public mental health workers at the National Center for Mental Health, with corresponding descriptors and indicators per level of performance.

II. SPECIFIC OBJECTIVES:

- To craft the public mental health framework and define the core competencies of the public mental health workforce (since basic + specialists are the start and end competency levels – as per BIAS rubrics) who can supervise, manage and direct teams towards promotive, curative and rehabilitative patient care.
- 2. To develop detailed rubrics to assess the competencies identified.
- 3. To implement the framework and rubrics to the public mental health workforce across healthcare provider networks with a systems approach towards delivery of public health services.
- 4. To align the framework with public health standards and best practices in both local and international levels.

National Center for Mental Health (G)

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5. To develop an M&E framework that can be used to evaluate the effectiveness and impact of the competency framework.

V. SCOPE OF WORKS:

Develop a competency framework for the NCMH Public Mental Health Workers

A. Inclusions:

- 1. Document review of existing competencies of current manpower
- 2. Research and identifications of key competencies
- 3. Development of competency rubrics
- 4. Design to visualize the framework and create printable outputs for consolidation
- 5. Consultation with key drivers in the framework through focus group discussions

B. Exclusions

- 1. Development of unrelated training programs
- 2. Direct assessment of individual staff members
- 3. Competencies for a population-based mental health framework
- 4. Others not included in the inclusion criteria

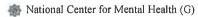
V. PROJECT METHODOLOGY & DELIVERABLES

No.	Methodology	Timeline	Deliverables
1	Situational Analysis	1 month	Inception Report
2	Literature Review		
3	Work plan		
4	Stakeholders Consultations (Interview, Focus Group Discussion)	3 - 4 months	Assessment Report
5	Competency Identification	4 - 5 months	Catalogue of
6	Rubric Development (including descriptors, indicators per level of performance)		Competencies

The MINIMUM outputs or deliverables shall include the following during the Contract Execution Stage:

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ACT	S	cope/ Works	Deliverables		
1,:	Situational Analysis Identification of the minimum competency per mental health worker (enumerate all the relevant data set for a functional unit) including the SG for the reframed services Consolidation and analysis of the situational analysis and benchmarking		Inception Report		
2.			y per mental health worker e all the relevant data set for al unit) including the SG for		
3			Manualized documents with Analysis and Recommendations		
4	Budget Exerc Competency	cise and Formation of a Framework	Final Report		
Stand	ard Requireme	ents for Deliverables:			
	•		anno as proof of Approval		
1. A	ii deliverables r	nust have a User's Accepta	ance, as proof of Approval.		
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Proje Proje Coord	ect Manager: ect dinators:	Beverly A. Azucena, MD Chief, Medical and Profe Service; Tel (02) 531-90 Teresa Rosalie D. del Vi Medical Specialist IV Chief, PETRU Tel (02) 531-900I loc 18 Rodney R. Boncajes MD Medical Specialist IV Chief, Special Concerns Tel (02) 531-9001 loc 42 Ma. Lourdes Sare Training Specialist IV, Pl	o, FPPA, IFAPA, MMHoA essional Staff II, Hospital 101 loc 216 alle MD, FPPA, MMHoA, 16 o, FPPA Office 28 and 1813 ETRU 58		



	A. Ob	ligations of NCMH	
	1.	Designate respective focal persons to be part of the Technical	
	• • •	Working Group who will coordinate with the Consultant regarding	
		technical and administrative requirements of the project:	
	2.	Evaluate the overall conduct of the project and review and approve	
		the project deliverables.	
	3.	Provide the available documents, information, data and other	
		requirements needed from conception to implementation.	
	4.	Provide the budgetary requirements needed until project	
		implementation.	
_	B. Co	nsultant	
	1.	Perform the services and carry out the obligations with	
		assiduousness, efficiency and economy, and in accordance with the	
		generally accepted professional techniques and practices, and shall	
		observe sound management practices, and employ appropriate	
		methodology towards achievement of objectives.	
	2.	Identify risks and mitigation strategies in the course of	
		implementation of deliverables.	
_	3.	Conduct all activities with due care and diligence, in accordance	
	J,	•	
		with the Contract and Terms of Reference, and with the specific skill	
		and care expected of a competent provider of the services required.	
	4.	Acknowledge that any failure to comply with expected deliverables	
		shall not relieve its responsibility for proper estimating the difficulty	
		or cost of successfully performing the contract.	
	5.	Timely provision of all resources, information and decision making	
		under its control that are necessary to reach a mutually agreed	
		Updated Project Plan within the time schedule specified in the	
		Terms of Reference. Failure to provide such resources, information	
		and decision making may constitute grounds for termination.	
	6.	Comply with all laws enforced in the Philippines. The laws will	
		include all national, provincial, municipal, or other laws that affect	
		the performance of the Contract and are binding upon the	
		consultant. The consultant shall indemnify and hold harmless	
		NCMH from and against any liabilities, damages, claims, fines,	
		penalties and expenses of whatever nature, arising or resulting from	
		the violation of such laws by the Consultant or any personnel in the	
		Team. The consultant shall not indemnify the NCMH to the extent	
		that such liability, damage, claims, fines, penalties and expenses	
		were caused or contributed by a fault of NCMH.	
	7.	Abide by all the terms and conditions stipulated in the project contract.	
	8.	Submit to the NCMH TWG the final materials, reports and	
	Ю.		
	Danto	documents specified in the contract.	
111.		d Qualification of the Consultant	
	the toll	owing qualifications shall be required in evaluating the Consultant:	
	Evnorti	se Required Personal experience in project formulation	
	Experti		
		or management	
		 Personal experience on organization, 	
		capacitation or implementation of mental	
		health systems	



Personal experience on management/governance of projects/programs national in scope

Minimum number of • 3 years relevant of years experience

1 successful project of similar nature Minimum number of ... projects undertaken managed of similar nature

Key Personnel / Manpower:

- The data set development team shall be composed of technical staff involved in mental health systems or related health systems.
- The system development team shall be composed of highly technical staff involved or has experience in developing competency frameworks, competency assessment of employees in health systems, evaluating health programs, and other concerns related to health

The team shall be multidisciplinary but may not necessarily be hired

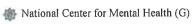
Key staff	e duration of the project: Educational Qualification	Experience	Training
Project Manager	Has a Bachelor's degree. Preferably a graduate degree related to public health	Has at least three (3) year's experience in project management with expertise on health system delivery	•30-hour relevant training in project management
Mental Health Professional	 Doctorate degree in medicine with specialty in psychiatry/ PhD in Psychology/ Graduate degree in public mental health A degree in medicine is desirable Excellent written and verbal communication skills in English and Filipino. Excellent in research and report writing skills 	Has at least three years (3) experience in developing competency frameworks, competency assessment of employees in health systems, evaluating health programs, and other areas of concern	8-hour relevant training

			related to health		
			At least three		
			years (3)		
			experience in		
			facilitating		
			groups of		
			individuals,		
			and/or public		
			organizations		
			involved in health		
			service		
			delivery.		
	Project	Graduate degree in	At	●16 hours of	
	Assistant	business	least two (2)	relevant	
	coordinator	administration/health	years of	training	
		economics or any	professional		
		relevant discipline	experience in		
			administrative		
			and financial		
-	Comment	Han a Destrutado	management	▶ 16 hours of	
	Support Staff (2)	Has a Bachelor's	Has at least One (2) year	relevant	
	Stail (2)	degree or graduate degree in	one (2) year of experience	training	
		Psychology	Of experience	training	
	Technical	Has a bachelor's	Has at least	16 hours of	
	Staff (2)	degree or graduate	two (2) years	relevant	
	` '	degree in	of experience	training	
		Psychology	in technical		
			writing		
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		cation shall be required i of deliverables	n evaluating the C	onsultant.	
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C.	Regularity of				
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> 1 project	(22%)	
b. Work experience related to the Project (25%)		
> 2 projects or more	(15%)	
> 1 project	(12%)	
2. Quality of Personnel	40%	
a. Education (15%)		
Graduate Degree	(15%)	
Bachelor's Degree	(10%)	
b. Experience (15%)		
>5 years	(15%)	
3-4 years	(13%)	
2 years	(10%)	
c. Relevant Training (10%)		
≥No of hours of required training	(10%)	
< No of hours of required experience	(0)	
Current Workload (No of workload with equivalent rate)	20%	
≥ 2 projects	(20%)	
1 project	(15%)	
B. Technical Evaluation Criteria		
Quality of Key Personnel to be assigned to the Joi a. Education (10%)	b	
Graduate degree	(10%)	
Bachelor's degree	(8%)	
b. Experience (10%)	(15%)	
≥ 5 years 3-4 years 2 years	(13%) (13%) (10%)	

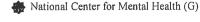
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C. I	raining (5%) ≥No of hou	rs of required train	ina	(5%)			
		irs of required exp		(0)			
			Total Grad	de	25%		
2. Ex	perience and	I Capability of the	Consultant				
		Similar to the Proje					
		≥2 projects		(20%)			
		1 project		(15%)			
b.		Related to the Proje	ect (5%)	(E0/)			
	≥2 projects	3		(5%) (3%)			
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	Quality an		of Project	(10%)			
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The Consultant shall sign a Non-Disclosure Agreement to protect information that are confidential and/ or sensitive information in which the loss of, misuse of, or unauthorized access to, or modification can adversely affect the national interest of the country, conduct of the NCMH programs, or privacy to which an individual is entitled. For the purpose of security and confidentiality, the following are the arrangements: The NCMH and the personnel of the Consultant shall keep confidential and shall not, without the written consent of the other party to the Project divulge to any third party any documents, data, or other information of a confidential nature, furnished directly or indirectly by any of the Parties in connection with the Project; or where the personnel of the Consultant is the Receiving Party, generated by the personnel of Consultant in the course of the performance of obligations under the Project and relating to the businesses, finances, employees, or other contracts of the NCMH or the NCMH's use of the manual or output. NCMH shall not, without the Consultant's prior written consent, use any confidential Information received from the consultant for any purpose other than the development/ and or completion of the project. All outputs of the project such as specifications, designs, reports and other documents, materials, data and/or manual developed by the consultant for the NCMH shall become and remain the property of NCMH, and the consultant shall not later than upon termination or expiration of the Contract, deliver all outputs to the NCMH, together with detailed inventory thereof. The consultant may retain a copy of the outputs but use of are subject to the restrictions about future use of these outputs, documents, manual, are all subject to the approval of NCMH.

Conforme:
Signature over Printed Name
Data



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