



REQUEST FOR PROPOSAL (RFP)

NAME & ADDRESS OF FIRM	DATE: June 6, 2022
	REFERENCE: UNDP/RFP/2022/11-RE-BID

Dear Sir / Madam:

We kindly request you to submit your Proposal to **Study on the Status of Health in Nepal for Accelerating Implementation of Sustainable Development Goals in Nepal (AISN)**. The detailed Terms of Reference (ToR) is attached as Annex 4.

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before **1700 hours (Nepal Standard Time), Monday, June 20, 2022** and via email to procurement.np@undp.org.

While submitting your proposal by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files. Proposals submitted by email must be limited to a maximum of **35 MB** (each transmission), virus-free and no more than **6** email transmissions. They must be free from any form of virus or corrupted contents, or the proposals shall be rejected

The technical and financial proposals should be in separate email messages mentioning the following subject lines:

Technical Proposal: RE-BID-UNDP/RFP/2022/11- Technical Proposal- {Bidder's Name}
 Financial Proposal: RE-BID-UNDP/RFP/2022/11 - Financial Proposal- {Bidder's Name}

Your Proposal must be expressed in the **English**, and valid for a minimum period of **120 days**.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your Proposal by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of UNDP requirements.

The Proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not

accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions indicated herein. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP in this link: <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

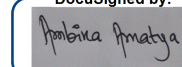
UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: <http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/>

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link : http://www.un.org/depts/ptd/pdf/conduct_english.pdf

Thank you and we look forward to receiving your Proposal.

Sincerely yours,

DocuSigned by:

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Ambika Amatya
Head of Procurement Unit, UNDP Nepal
6/6/2022

Annex 1

Description of Requirements

Context of the Requirement	Health of a person is understood in three forms- physical (absence of disease), mental (ready to cope with the changes) and social (the environment around). However, it is not much clear how these three aspects of health are interconnected-what is the influence of one to other health conditions of a person. This demands for a causal (cause and effect) analysis on the interrelation and interdependence of these three variables of health. It is widely assumed that social environment drives the other health conditions but need to identify the values and or determinants on how it is influencing and to what extent. This demands the identification of indicators (both qualitative as well as quantitative) to measure the interdependence and influence to each other. The National Planning Commission (NPC) of the Government of Nepal has felt a need to prepare a Nepal health status covering all three dimensions of the health with the identification of the indicators to measure the interdependence of physical, mental and social health in Nepalese context.
Implementing Partner of UNDP	N/A
Brief Description of the Required Services ¹	The main objective of this study is to analyze the current status of physical, mental and social health in Nepal aligned with the WHO definition. The specific objectives of the study are; • To develop the various verifiable indicators of social health. • To develop a composite index covering the major indicators of physical, mental and social health to evaluate their interdependence (interlinkages) in Nepalese context • To compare and analyze the identified composite indexes by provinces, ecological belts, rural-urban and other clusters of Nepal.
List and Description of Expected Outputs to be Delivered	<p>The selected organization is expected to complete the following outputs:</p> <p>Below is a tentative (but not limited to) list of activities of consulting firm to accomplish this assignment.</p> <ul style="list-style-type: none"> - Prepare an inception report delineating the process and methodology of the study including questionnaire and checklists as appropriate, working timeline to follow the contract duration and framework of the study report including policy and strategic recommendations. - Desk review of relevant policies and programs of the Government of Nepal over the periods - Review of global and regional policies, research documents and others that could be helpful to the study. - Define the indicators and their values as variables to measure and evaluate the interdependence of the three dimensions of the health in Nepalese context and evaluate them through the study data/evidence to see the level of interdependence/influence. - Held field assessment in selected areas/clusters/local levels representing all provinces, ecological belts of Nepal (i.e. Mountain, Hills and Terai) and Rural-Urban areas.

¹ A detailed TOR may be attached if the information listed in this Annex is not sufficient to fully describe the nature of the work and other details of the requirements.

	<ul style="list-style-type: none"> - Collect the quantitative and qualitative information to estimate/evaluate the level of interdependence according to the above areas/clusters. - Analyze the information (both qualitative and quantitative), prepare composite indicators for the presentation of the status and draw interdependence in order to present the overall status of health in Nepal. - Draw conclusion and provide policy recommendations to improve the status in the immediate, medium and longer term context. - Prepare and submit a draft report to NPC/AISN project for its initial review and comments. - Present the draft report incorporating NPC/AISN comments, to a broader stakeholder meeting to be organized by NPC/AISN project. - Finalize report incorporating comments from the stakeholder meeting and submit it to the NPC/AISN project.
Person to Supervise the Work/Performance of the Service Provider	National Planning Commission and Joint Secretary/Division chief of the Social Development division of National Planning Commission
Frequency of Reporting	<i>As per the ToR</i>
Progress Reporting Requirements	As per the ToR
Location of work	<input checked="" type="checkbox"/> Kathmandu, Nepal
Expected duration of work	100 person days
Target start date	July 2022
Latest completion date	September 2022
Travels Expected	<i>As per TOR</i>
Special Security Requirements	<input checked="" type="checkbox"/> Others: Follow the safety measures of COVID-19, as required.
Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	<input checked="" type="checkbox"/> Others: Not Applicable
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required

Company Registration Certificate	<input checked="" type="checkbox"/> Required
Company Profile	<input checked="" type="checkbox"/> Required
Latest Tax Clearance Certificate	<input checked="" type="checkbox"/> Required
VAT/PAN Registration	<input checked="" type="checkbox"/> Required (in case of the companies and firms)
List of projects completed (please indicate contract value and duration)	<input checked="" type="checkbox"/> Required
List of major clients with detailed contact address for last two years	<input checked="" type="checkbox"/> Required
Names and curriculum vitae of the proposed team including the individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required
Currency of Proposal	<input checked="" type="checkbox"/> Local Currency: Nepalese Rupees (NPR.)
Value Added Tax on Price Proposal ²	<input checked="" type="checkbox"/> must be inclusive of VAT and other applicable indirect taxes <input type="checkbox"/> must be exclusive of VAT and other applicable indirect taxes
Validity Period of Proposals (Counting for the last day of submission of quotes)	<input checked="" type="checkbox"/> 120 days In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted

² VAT exemption status varies from one country to another. Pls. check whatever is applicable to the UNDP CO/BU requiring the service.

Payment Terms ³	Outputs	Percentage	Timing	Condition for Payment Release
	Submission of an Inception Report with a detailed methodology and a time bound work plan with key deliverables in consultation with NPC/AISN project team	20%		Within ten (10) days from the date of meeting the following conditions: a) UNDP's written acceptance (i.e., not mere receipt) of the quality of the outputs; and b) Receipt of invoice from the Service Provider.
	Submission of Draft Study Report to NPC/AISN project	40%		Within sixty days (60) days from the date of meeting the following conditions: UNDP's written acceptance (i.e., not mere receipt) of the quality of the outputs; and a) Receipt of invoice from the Service Provider.
	Sharing of draft Study Report in the consultation workshop (organized by NPC/AISN project)	None		Within 80 days of signing the contract.
	Submission of Final Study Report incorporating comments/feedbacks from the consultation workshop	40%		Within 100 days from the date of meeting the following conditions: UNDP's written acceptance (i.e., not mere receipt) of the

³ UNDP preference is not to pay any amount in advance upon signing of contract. If the Service Provider strictly requires payment in advance, it will be limited only up to 20% of the total price quoted. For any higher percentage, or any amount advanced exceeding \$30,000, UNDP shall require the Service Provider to submit a bank guarantee or bank cheque payable to UNDP, in the same amount as the payment advanced by UNDP to the Service Provider.

				quality of the outputs; and a) Receipt of invoice from the Service Provider	
Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment	<i>National Planning Commission and Joint Secretary/Division chief of the Social Development division of National Planning Commission</i>				
Criteria for Contract Award	<input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) <input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non acceptance of the GTC may be grounds for the rejection of the Proposal.				
Criteria for the Assessment of Proposal	<p><u>Technical Proposal – 800 points</u></p> <input type="checkbox"/> Expertise of the Firm – 200 points <input checked="" type="checkbox"/> Proposed Work Plan and Approach – 300 points <input checked="" type="checkbox"/> Management Structure and Qualification of Key Personnel- 300 points <p><u>Financial Proposal (30%)-300 points</u></p> <p>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.</p>				
UNDP will award the contract to:	<input checked="" type="checkbox"/> One and only one Service Provider				
Type of Contract to be Signed	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) UNDP (this template is also utilized for Long-Term Agreement ⁴ and <i>if LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.</i>) <input type="checkbox"/> Other Type/s of Contract				

⁴ Minimum of one (1) year period and may be extended up to a maximum of three (3) years subject to satisfactory performance evaluation

Contract General Terms and Conditions ⁵	<input type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) <input checked="" type="checkbox"/> General Terms and Conditions for de minimi contracts (services only) Applicable Terms and Conditions are available at: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Annexes to this RFP ⁶	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions (Annex 3)⁷ <input checked="" type="checkbox"/> Detailed TOR – Annex 4 <i>[pls. specify]</i>
Contact Person for Inquiries (Written inquiries only) ⁹	<i>Procurement Unit</i> <i>UNDP Nepal</i> <i>Email: query.procurement.np@undp.org</i> Written inquiries must be submitted mentioning RFP Ref: UNDP/RFP/11/2022, on or before 5:00PM, 13 June 2022. UNDP shall respond to the inquiries through a bulletin posted in UNDP Website: http://www.np.undp.org/content/nepal/en/home/operations/procurement.html . Inquiries received after the above date and time shall not be entertained. Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers
Other Information <i>[pls. specify]</i>	The Financial evaluation will be carried out only for the technically qualified submission that pass the minimum technical score of 70% (560 points) of the obtainable score of 800 points in the evaluation of the technical proposals. The Financial Proposal and the Technical Proposal <u>MUST BE COMPLETELY SEPARATE</u> and <u>each of them must be submitted individually</u> with different subject line as mentioned above. Failing to submit the Technical and Financial Proposals in separately will be treated as non-responsive.

Summary of Technical Proposal Evaluation Forms		Score Weight	Points Obtainable
1	Expertise of firm/Organization submitting proposal	25%	200
2	Proposed Work Plan and Approach	37.5%	300
3	Management expert and qualification of Personnel	37.5%	300
			800

⁵ Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

⁶ Where the information is available in the web, a URL for the information may simply be provided.

⁷ Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

⁸ A more detailed Terms of Reference in addition to the contents of this RFP may be attached hereto.

⁹ This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

I. Expertise of firm / Organization submitting proposal (Points obtainable 200 Points)	
1.1 Reputation of Organization and Staff (Competence / Reliability)	70
1.2 Litigation and Arbitration history	10
1.3 General Organizational Capability which is likely to affect implementation (i.e. loose consortium, holding company or one firm, size of the firm / organization, strength of project management support e.g. project financing capacity and project management controls)	25
1.4 Extent to which any work would be subcontracted (subcontracting carries additional risks which may affect project implementation, but properly done it offers a chance to access specialized skills.	0
1.5 Quality assurance procedures, warranty	15
Subtotal (1.1 to 1.5)	120
1.6 Relevance of:	
- Specialized Knowledge	20
- Experience on Similar Programme / Projects	20
- Experience on Projects in the Region	20
- Work for UNDP/ major multilateral/ or bilateral programmes	20
Sub Total for 1.6	80
Total for Expertise of firm / organization submitting proposal (I)	200
II. Proposed Work Plan and Approach (Points obtainable 300 Points)	
2.1 To what degree does the Offer or understand the task?	70
2.2 Have the important aspects of the task been addressed in sufficient detail?	20
2.3 Are the different components of the project adequately weighted relative to one another?	10
2.4 Is there evidence that the proposal been prepared based on an in-depth understanding and prior knowledge of the project environment?	50
2.5 Is the conceptual framework adopted appropriate for the task?	70
2.6 Is the scope of task well defined and does it correspond to the TOR?	40
2.7 Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project?	40
Total for Proposed Work Plan and Approach (II)	300
III. Personnel (Points obtainable 300 Points)	
3.1 Team Leader cum Health Expert	
Master's degree in health science, public health, psychology, or any other relevant areas. A PhD degree is preferred	20
At least 15 years of experience in the public health sector including solid experience of carrying out health research.	20
Has experience of working on Nepal health policies and strategies	20
Experience in the Nepal health governance system including the key health issues	20
Demonstrated leadership, team building, and coordination skills, and association with national and international professional agencies and groups related to the work proposed	20

Sub Total for Team Leader	100
3.2 Social Sector Expert	
Master's degree in social science, gender inclusion and other relevant areas	40
Has 10 years of experience working in social development field with sound knowledge of social variables/behaviors of Nepalese society	40
Has experience of accomplishing social research on a wider dimension- has demonstrated experience in analyzing the social data and information	20
Sub Total for Social Sector Expert	100
3.3 Statistician/Data Analyst	
Master's degree in statistics	40
Has 5 years of experience of preparation and generation of research information based on the filled-up questionnaire and surveys.	40
Has experience of applying statistical tools such as SPSS, STATA and others	20
Sub Total for Statistician/Data Analyst	100
Grand Total (A+B+C)	300
GRAND TOTAL (I+II+III)	800

FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL¹⁰

(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery¹¹)

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date] , and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions:

A. Qualifications of the Service Provider

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following :

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Business Licenses – Registration Papers, Latest Tax Payment Certification, etc.*
- c) Latest Audited Financial Statement – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contact references;*
- e) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*
- f) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

B. Proposed Methodology for the Completion of Services

The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

C. Qualifications of Key Personnel

If required by the RFP, the Service Provider must provide:

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.*

¹⁰ This serves as a guide to the Service Provider in preparing the Proposal.

¹¹ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

D. Cost Breakdown per Deliverable*

	Deliverables <i>[list them as referred to in the RFP]</i>	Percentage of Total Price <i>(Weight for payment)</i>	Price <i>(Lump Sum, All Inclusive)</i>
1.	Submission of an Inception Report with a detailed methodology and a time bound work plan with key deliverables in consultation with NPC/AISN project team within 10 days	20%	
2.	Submission of Draft Study Report to NPC/AISN project within 60 days	40%	
3	Sharing of draft Study Report in the consultation workshop (organized by NPC/AISN project) within 80 days	None	
3.	Submission of Final Study Report incorporating comments/feedbacks from the consultation workshop within 100 days	40%	
	Total	100%	

**This shall be the basis of the payment tranches*

E. Cost Breakdown by Cost Component:

SN	Activities	Unit	Rate	No. of Days	Total NPR
A	Key Human Resources				
1	Team Leader cum health sector expert			50	
2	Social Sector expert			30	
3	Statistician/data analyst			20	
	Sub Total A				
B	Other costs (if any)				
		Lumpsum			
		Lumpsum			
	Sub Total B				
C	Total (A+B)				
D	VAT 13%				
	Grand Total (C+D)				

N. B. Administrative and other associated costs, if any, should be built into the above headings proportionately.

Proposal will be disqualified if it does not follow the above price schedule format.

*[Name and Signature of the Service Provider's
Authorized Person]
[Designation]
[Date]*

Annex 3

General Terms and Conditions of Contract

UNITED NATIONS DEVELOPMENT PROGRAMME

Accelerating Implementation of Sustainable Development Goals in Nepal (AISON)

Terms of Reference (TOR)

Study on the Status of Health in Nepal

Type:	Consulting Firm
Project:	Accelerating Implementation of Sustainable Development Goals in Nepal
Starting Date:	June 2022
Reporting:	National Planning Commission and Joint Secretary/Division chief of the Social Development division of National Planning Commission
Duration:	100 person days spread over 4 Months

1. Introduction

According to medical science, health is the condition of an organism or one of its parts in which it performs its vital functions normally or properly. World Health Organization (WHO1948) has defined health is a state of complete physical and social well-being, and not merely the absence of disease or infirmity. The enjoyment of the highest attainable standards of health is one of the fundamental rights of every human being without distinction of race, religion, political belief, or economic or social condition. In 1986, WHO has further clarified the definition of health as ‘a resource for everyday life, not the objective of living. Health is a positive concept emphasizing social and personal resources, as well as physical capacities’.

In recent days, three types of definition of health¹² are used. The first is that health is the absence of any disease or impairment. The second is that health is a state that allows the individual to adequately cope with all demands of daily life (implying also the absence of disease and impairment). The third definition states that health is a state of balance, an equilibrium that an individual has established within oneself, and between oneself and one’s social and physical environment.

The world population has been in continuous rise and thus their living conditions have also been changing over the years and decades. The adaptation of the population to the changed conditions has also demanded new definition of health that focuses on the ability to adapt and self-manage in accordance with their social, physical, and emotional challenges. The health is somehow sub-ordinate to this change management. This means, health is linked to the social, economic and environmental context of the person but still not that clear on the process how is this influenced.

The above context informs that health of a person is understood in three forms- physical (absence of disease), mental (ready to cope with the changes) and social (the environment around). Mental health.gov¹³ describes mental health includes emotional, psychological, and social well-being. It affects how we think, feel, and act. It also helps determine how we handle stress, relate to others, and make choices. Mental health is important at every stage of life, from childhood and adolescence through adulthood. Similarly, study.com¹⁴ describes social

¹² Croatian Medical Journal, 2006.

¹³ [What Is Mental Health? | MentalHealth.gov](#)

¹⁴ [What Is Social Health? - Definition & Examples - Video & Lesson Transcript | Study.com](#)

health involves the ability to form satisfying interpersonal relationships with others. It also relates to the ability to adapt comfortably to different social situations and act appropriately in a variety of settings. The social health of individuals refers to dimension of an individual's well-being that concerns how he gets along with other people, how other people react to him, and how he interacts with social institutions and societal mores"¹⁵. Thus, social health may be defined in terms of social adjustment and social support—or the ability to perform normal roles in the society.

There are scientific standards available to measure physical health of a person (the condition of disease or not). There are also some standards and process to measure the mental health of a person. However, the standards to measure the social health of a person is mostly lacking. It is not so only in the Nepalese context but also in the most of the countries across the globe. In addition, the intra and inter comparison of the status of health around the globe following the two important domains of health (mental and social) have got less attention. It is obvious that the measurement of health is important to equip health providers to identify unmet needs allowing to devise new policies and strategies to enhance the overall health conditions of the societies.

2. Rationale

It is also not much clear how these three aspects of health are interconnected-what is the influence of one to other health conditions of a person. This demands for a causal (cause and effect) analysis on the interrelation and interdependence of these three variables of health. It is widely assumed that social environment drives the other health conditions but need to identify the values and or determinants on how it is influencing and to what extent. This demands the identification of indicators (both qualitative as well as quantitative) to measure the interdependence and influence to each other. The National Planning Commission (NPC) of the Government of Nepal has felt a need to prepare a Nepal health status covering all three dimensions of the health with the identification of the indicators to measure the interdependence of physical, mental and social health in Nepalese context. This Terms of Reference (ToR) is prepared to guide the procurement of an expert firm to carry out the study for the Government of Nepal's future policy consideration.

3. Objectives

The main objective of this study is to analyze the current status of physical, mental and social health in Nepal aligned with the WHO definition. The specific objectives of the study are;

- To develop the various verifiable indicators of social health.
- To develop a composite index covering the major indicators of physical, mental and social health to evaluate their interdependence (interlinkages) in Nepalese context
- To compare and analyze the identified composite indexes by provinces, ecological belts, rural-urban and other clusters of Nepal.

4. Scope and methodology of the Study

Below is a tentative (but not limited to) list of activities of consulting firm to accomplish this assignment.

- Prepare an inception report delineating the process and methodology of the study including questionnaire and checklists as appropriate, working timeline to follow the contract duration and framework of the study report including policy and strategic recommendations.
- Desk review of relevant policies and programs of the Government of Nepal over the periods

¹⁵ Russel 1973, p.75

- Review of global and regional policies, research documents and others that could be helpful to the study.
- Define the indicators and their values as variables to measure and evaluate the interdependence of the three dimensions of the health in Nepalese context and evaluate them through the study data/evidences to see the level of interdependence/influence.
- Held field assessment in selected areas/clusters/local levels representing all provinces, ecological belts of Nepal (i.e. Mountain, Hills and Terai) and Rural-Urban areas.
- Collect the quantitative and qualitative information to estimate/evaluate the level of interdependence according to the above areas/clusters.
- Analyze the information (both qualitative and quantitative), prepare composite indicators for the presentation of the status and draw interdependence in order to present the overall status of health in Nepal.
- Draw conclusion and provide policy recommendations to improve the status in the immediate, medium and long term context.
- Prepare and submit a draft report to NPC/AISN project for its initial review and comments.
- Present the draft report incorporating NPC/AISN comments, to a broader stakeholder meeting to be organized by NPC/AISN project.
- Finalize report incorporating comments from the stakeholder meeting and submit it to the NPC/AISN project.

5. Time Frame of the Study

This is a 100-person day's (inclusive) assignment spread across four months. The day count will start from the date of signing the contract.

6. Competencies and Experiences of the firm

The consulting firm should have below competencies along with demonstrated experience and expertise in undertaking such assignment. The consultant shall possess following qualifications:

- The firm should be legally registered in Nepal and be in possession of Value Added Tax registration.
- The firm should have at least five years of research experience in (both in theoretical and empirical research)
- Firms experience in health sector research would be an advantage
- The firm should have ability to work independently under tight deadlines
- The firm should demonstrate flexibility to work with the stakeholders
- The firm should have the following experts with the qualifications and experience in the team dedicated to this assignment.

<i>Position</i>	<i>Education</i>	<i>Experience</i>	<i>No of Work days</i>
Team Leader cum health sector expert	Master's degree in health science, public health, psychology or any other relevant areas. A PhD degree is preferred	<ul style="list-style-type: none"> - At least 15 years of experience in the public health sector including solid experience of carrying out health research. - Has experience of working on Nepal health policies and strategies - Experience in the Nepal health governance system including the key health issues - Demonstrated leadership, team building, and coordination skills, and association with national and international professional agencies and groups related to the work proposed 	50
Social Sector expert	Master's degree in social science, gender inclusion and other relevant areas	<ul style="list-style-type: none"> - Has 10 years of experience working in social development field with sound knowledge of social variables/behaviors of Nepalese society - Has experience of accomplishing social researches on a wider dimensions- has demonstrated experience in analyzing the social data and information 	30
Statistician/data analyst	Master's degree in statistics	<ul style="list-style-type: none"> - Has 5 years of experience of preparation and generation of research information based on the filled up questionnaire and surveys. - Has experience of applying statistical tools such as SPSS, STATA and others 	20
Total			100 days

7. Deliverables and Payment

AISN/UNDP will make the payment to the consulting firm as per the following deliverables and time-schedule.

<i>S.N.</i>	<i>Deliverables</i>	<i>Timeframe</i>	<i>Payment</i>
1.	Submission of an Inception Report with a detailed methodology and a time bound work plan with key deliverables in consultation with NPC/AISN project team	Within 10 days of signing the contract	20 percent of the contract amount upon approval of inception report by NPC
2.	Submission of Draft Study Report to NPC/AISN project	Within 60 days of signing the contract	40 percent of the contract amount upon approval of the draft report by NPC
3.	Sharing of draft Study Report in the consultation workshop (organized by NPC/AISN project)	Within 80 days of signing the contract	None
3.	Submission of Final Study Report incorporating comments/feedbacks from the consultation workshop	Within 100 days of signing the contract	40 percent of the contract amount upon approval of the final report by NPC

8. Working Arrangement

The consulting firm will work under the overall guidance of responsible member of the National Planning Commission and Joint Secretary/division chief of the Social Development division of National Planning Commission. The firm will be hired through Accelerating Implementation of SDGs in Nepal (AISN), a UNDP assisted project which is supporting NPC in implementing SDGs in Nepal. AISN will be first point of contact for the assignment and processing of the payment through UNDP.

The consulting firm will be accountable for deliverables under this assignment and thus the management of the assigned team and required support services/facilities including work station and equipment. AISN/NPC may provide required letters to the stakeholders for consultations as appropriate.

9. Estimated Budget

The financial proposal from the firm should be inclusive of all costs i.e. cost of the identified experts, support services and logistics for the out of Kathmandu filed travel/meetings. UNDP/NPC will not consider any external costs other than contract award amount.

10. Evaluation Method

Technical and financial proposals will be evaluated separately. Only those qualified from the technical evaluation will be considered for the financial application. Technical proposal will weigh 70 percent of the total evaluation score while financial will weigh 30 percent. A combined score of technical and financial will be used for the final evaluation score. The technical evaluation will include the conceptual clarity of the firm to carry out the assignment; proposed research methodology including reporting framework; the educational qualification and experience of identified experts based on their CVs; firm's earlier experience in the relevant areas and others as appropriate.