Request for Application #2020-033
Digital Community Health

Amendment 1

I. Summary of Deadlines

The expected schedule for this application is outlined in the following table. Note that PATH reserves the right to modify this schedule as needed. All parties will be notified simultaneously of any changes through a modification posted on Digital Square's website.

Release of Request for Application	June 5, 2020 at 9AM EDT
Fact-finding questions accepted through	June 8, 2020 at 5PM EDT
Answers to fact-finding questions posted	June 9, 2020 at 5PM EDT
Applications due	**June 23, 2020 at 11:59 PM EDT**
Applicants notified of decision	**June 26, 2020 at 5PM EDT**

II. PATH Statement of Business

PATH is the leader in global health innovation. An international nonprofit organization, we save lives and improve health, especially among women and children. We accelerate innovation across five platforms—vaccines, drugs, diagnostics, devices, and system and service innovations—that harness our entrepreneurial insight, scientific and public health expertise, and passion for health equity. By mobilizing partners around the world, we take innovation to scale, working alongside countries primarily in Africa and Asia to tackle their greatest health needs. Together, we deliver measurable results that disrupt the cycle of poor health. Learn more at www.path.org.

III.   Project Background

A. Project Background

In pursuit of our Mission: ***connect health leaders with the resources necessary for digital transformation***, Digital Square offers a new way to invest in digital health—providing a space where countries and members of the global community can gather to think big and do good, together. By convening government officials, technological innovators, donor and implementation partners, and others across borders and boundaries in the Digital Square, we can grow possibility into reality by focusing on our common goal: **connecting the world for better health**. Digital Square works in three key ways:

- Co-investment: We coordinate investments in digital health to maximize the impact of every dollar spent.
- Global goods: We scale tools and technologies that can be adapted to different countries and contexts.
- Digital market readiness: We create digital market readiness by building capacity with governments, local technology developers, and health workers.

Digital Square and our donors are working to understand digital technology's potential to promote generational change in data collection and use in malaria programming and case management.

Many countries and national malaria control programs are utilizing digital technologies in many aspects of their programs. To date there is little guidance regarding best practices for implementation of programs that incorporate digital technologies.

Digital Square is supporting a digital community health initiative to support the expanded use of digital technologies to enable increased impact of malaria programming down to the community level, where appropriate. In response to ongoing questions raised by the Digital Square donors around the current and future role of digital technologies and enabling environment for malaria (down to community level), Digital Square is overseeing the following work:

1) Rapid Ecosystem Assessment for Digital Community Health and Malaria
2) Definition of country-specific Digital Health Needs, Opportunities, and Priorities
3) A basket of services/activities in response to #2. Illustrative examples include, but are not limited to:
    a) In-country capacity building in digital community health;
    b) Digital health architecture analysis; and
    c) Implementation assistance

Through this RFA, PATH seeks partnership with a subrecipient that can answer questions #1 and #2 through a defined mixed-methods approach and potentially support the activities identified in #3.

B. Proposed Project Timeline

PATH anticipates that subawards will be 3 months in duration and end by September 15, 2020. As part of Digital Square's due diligence, we will conduct pre-award evaluations of all shortlisted candidates. We will use our recipient pre-award survey, informed by USAID's non-US organization pre-award survey (NUPAS) and other industry-wide standards, and customized for Digital Square. In addition to project-specific deliverables based on individual scopes of work, PATH will require applicants to provide, at minimum, quarterly narrative and financial reports to support their work.

IV.   Scope of Work and Deliverables

A.   Scope of Work

The scope of work should be performed in all or a subset of the following countries: Benin, Cameroon, Cote d'Ivoire, Ghana, Liberia, Madagascar, Malawi, Mali, Niger, Nigeria, Sierra Leone.

Objective 1, Rapid Ecosystem Assessment for Digital Community Health and Malaria

This country-level, mixed methods assessment will involve secondary and primary research in the countries selected from the list above. The methodology and survey instruments are pre-determined and will be provided.

Critical activities to be conducted for this workstream will include:

- Reviewing the existing (provided by Digital Square) community digital health for malaria grey literature reviews of each associated country; determining gaps, identifying and providing an analysis of additional sources, and ensuring completeness.
- Working with donor's in-country staff and National Malaria Control Programs (NMCP) to identify key stakeholders for surveys, focus groups, and key informant interviews in the selected countries.
- Administering surveys to identified stakeholders in selected countries.
- Using survey data and the grey literature review, documenting the digital health landscape for each selected country.
- Conducting focus groups for validation of the digital health landscape.
- Documenting the digital health architecture of selected countries.
- Conducting key informant interviews to validate the digital health landscape in the selected countries.
- Delivering of all data from surveys, Key Informant Interviews (KIIs), focus group discussions in a legible report as well as all source data – including but not limited to interview recordings, paper/digital surveys, recorded focus group discussions, and notes.
- Synthesizing of findings from survey, focus groups, and key informant interviews.

Objective 2, Digital Health Needs/Opportunities Prioritization

This country-level prioritization will involve focus groups and workshops to identify key stakeholders' priorities for enabling digital community health for malaria. Using a pre-determined methodology (provided by Digital Square), it will use the outputs from Objective 1 in the critical activities.

Critical activities to be conducted for this workstream will include:

- Identifying relevant country stakeholders for prioritization.
- Planning the workshop in collaboration with key stakeholders and Digital Square.
- Conducting virtual workshop(s) to facilitate the articulation of needs, opportunities, and priorities against an ideal-state malaria-enabling digital health architecture and define critical routine malaria data and service delivery priorities where enabling digital tools and supporting systems might be pursued to increase impact.
- Documenting needs and opportunities.
- Conducting key informant interviews for validation and further probing of information elucidated by the workshop.
- Delivery of all data from surveys, KIIs, focus group discussions in a legible report as well as all source data – including but not limited to interview recordings, paper/digital surveys, recorded focus group discussions, and notes.

Objective 3, Developing a basket of potential services for in-country support

Dependent on the more general activities above and available funds, below are illustrative examples of services and activities that could be prioritized in collaboration with country stakeholders:

- Community digital health capacity building including in leadership and governance, and institutional and workforce capacity in digital tools and systems to collect, analyze, and use routine malaria health data, e.g.:
  - Detailed assessment of the enabling digital ecosystem.
  - Development and implementation of digital capacity building plan for service providers and other key personnel, taking into account training models to ensure sustainability.
  - Digital data leadership, management, and governance training for NMCP and healthcare leaders.
- Digital health architecture analysis, e.g.:
  - Identification of opportunities for the NMCP to leverage or align with the current architecture supporting service delivery and data collection at the community levels to expand its digital capabilities to include malaria.
  - Integrate existing malaria specific programs and data collection approaches into the current architecture (e.g., HMIS) and DHIS 2.
  - Strengthen NMCP data systems, architecture and capacity to ensure interoperability with broader health data systems and architecture.
  - Build out of key reusable architectural components (e.g., registries, interoperability layers, etc.).
- Implementation support for expanding digital approaches where countries are near engagement or already engaged on expanding digitally-supported approaches at the peripheral levels, the following activities might be pursued where resources permit, e.g.:
  - Complete a landscaping and prioritization of global goods that align with the in-country architecture and NMCP priorities to support case management and utilization of data.
  - Build upon existing platforms/tools to adapt for NMCP-driven needs and priorities (e.g., incorporate malaria reporting into RapidSMS).
  - Identify in-country strategic use cases where a digital tool could provide value.
  - Develop Target Product Profiles, if appropriate, and create RFPs or other strategies for subsequent product development.
  - Define and establish novel partnerships with private-sector digital companies and/or universities to pursue development objectives aimed at improving case management and data use.
  - Develop scale-up strategies for existing, proven digital platforms the NMCP is interested in, including sustainable business models.
  - Support evaluation and testing of prioritized digital platforms/solutions in the community and at appropriate levels of the healthcare system.
  - Support connecting or enhancing interoperability of existing systems.
  B. Deliverables
  - a. For Objective 1 (per country)
    - i. Completed grey literature review
    - ii. Stakeholder lists
    - iii. Survey sampling methods
    - iv. Survey data set
    - v. Completed, validated landscapes
    - vi. Focus group transcripts and notes
    - vii. Key informant interview transcripts and notes
    - viii. Synthesis of findings from survey, focus groups, and key informant interviews

b. For Objective 2
  i. Workshop report including participant list, design framework, methodology, and outputs
  ii. Workshop transcripts and notes
  iii. Documentation of needs, opportunities, and priorities
  iv. Key informant interview transcripts and notes
c. For Objective 3
  i. To be determined based on prioritization of activities and available funded
  ii. Offerors are encouraged to provide activities that they believe may be conducted and would benefit Objective 3 prioritizations.

Note, approach on Objective 3 will be reviewed but will not contribute to scoring of the application. Applicants will be selected on the basis of their ability to conduct work on Objectives 1 and 2, applicants may provide details for objective three, however, selection of objective three partners will be determined by the funder and may or may not be announced at the culmination of this RFA process.

V.   Application Requirements - Cost

The budget for this application is up to $2,000,000 USD and disaggregated by country as follows:

Country	% of total	Ceiling Budget
Benin	5.19%	$103,816.79
Cameroon	6.87%	$137,404.58
Cote d'Ivoire	7.63%	$152,671.76
Ghana	8.55%	$170,992.37
Liberia	4.27%	$85,496.18
Madagascar	7.94%	$158,778.63
Malawi	7.33%	$146,564.89
Mali	7.63%	$152,671.76
Niger	5.50%	$109,923.66
Sierra Leone	4.58%	$91,603.05
Nigeria	21.37%	$427,480.92
TOTAL	**100%**	**$2,000,000**

This amount is just an estimate provided for informational purposes to the offerors and is not binding.

Budgets should provide details for the full scope of the assignment (objectives 1, 2 and 3). Offerors may budget for all or some countries mentioned on the above list.

The applicant should provide a detailed explanation of costing and describe the reasonableness of each proposed cost in the budget narrative.

Digital Square will evaluate the quoted prices and hourly rates. No analysis will be performed on quotes determined as non-responsive or if the technical quote is determined to be technically unacceptable. The price/business evaluation will be conducted in accordance with the quoted utility-based solution and proposed labor categories, their rates and Evaluation Matrix. Digital Square will conduct an analysis to determine if all quoted prices are reasonable. This evaluation is conducted with the expectation of adequate price competition and will rely heavily on market forces to determine whether proposed prices are fair and reasonable. The comparison of proposed prices in response to this solicitation is the preferred and intended price analysis technique.

Digital Square will also compare the proposed prices to historical prices paid for the same or similar services and the independent government cost estimate. Other techniques and procedures may be used to ensure quoted prices are fair and reasonable. A cost realism analysis will be performed to determine whether the quoted Level of Effort is realistic for the work to be performed, reflects a clear understanding of the requirements and is consistent with the unique methods of performance set forth in the company's technical quote.

Required Elements

The Cost Application must include a budget narrative, detailing the cost and cost basis applied in generating the application. The Cost Application must also include a detailed budget that is itemized along the cost categories defined below. This detailed budget should be submitted in an unlocked Excel spreadsheet and must include the following information:

- Personnel, at minimum the budget should detail:
  - All proposed staff/positions with daily rates.
  - Total number of days in total level of effort according to key staff.
- Itemization of all other costs (e.g., agency costs, service tax, administrative costs, supplies, etc.).
- Estimated schedule of other anticipated expenses (travel, subawardee resources, supplies, outside resources, etc.).
- Details of all subcontracting out of work, this includes proposed consultants as well as proposed subawardees.

The Cost Application shall begin with a summary budget detailing costs in the following categories and along the three objectives. Applicants must provide budgets for all three objectives.

Description	Objective 1	Objective 2	Objective 3	Total Cost (USD)
Personnel				
Fringe Benefits				
Travel				
Equipment				
Supplies				
Other Direct Costs				
Contractual				
Consultants				
Total Direct Costs				
Indirect Costs				
Total Project Costs				

Special Note on Indirect Costs

Indirect costs are overhead expenses incurred as a result of the project but not easily identified with the project's activities. These are administrative expenses that are related to overall general operations and are shared among projects and/or functions. Examples include executive oversight, existing facilities costs, accounting, grants management, legal expenses, utilities, and technology support.

If your organization includes indirect costs in the budget, you must provide a Negotiated Indirect Cost Rate Agreement with the US Government or three years of audited financials to PATH to validate the use of this rate.

VI.　　　Application Requirements – Technical

Provide a narrative on your technical approach to accomplish the Scope of Work identified in section IV, including:

- Description of technical approach.
- Timeline to meet the deliverables.
- Identification of major internal and external resources.
- Profile of relevant corporate qualifications.
- Profile of relevant experience and examples of related work, including description of footprint and specific activities in target countries.
- Staffing plan accompanied by Curriculum Vitae (CV) for key technical positions.
- List of certifications possessed by each key technical personnel.
- Number of years in business.

- Annual revenue

If your company has more than one location, please indicate these qualifications for the site that is responding.

VII.　　　Additional Attachments

1. Illustrative Work Plan. An illustrative work plan timeline should be included in the Annex. This work plan should include illustrative results and describe specific interventions to achieve those results. The illustrative work plan should describe specific interventions (activities) planned for the relevant tasks and should include a timeline providing target dates for achievement of milestones and illustrative results.
2. Resumes and Letters of Commitment for all proposed Key Personnel. A complete and current resume must be submitted for each key personnel position, detailing the requisite qualifications and experience of the individual. Qualifications, experience and skills shall be placed in chronological order starting with most recent information.
3. Staffing Plan. Offerors shall include a staffing plan, including specific position titles and the approximate level of participation for each position (percentage of Full Time Equivalent and time period).
4. Third-tier Subawardee Agreements, Contracts or Commitment. Offerors may submit any agreements, contracts or commitments it has with any potential third-tier subawardee.
5. Past Performance Information Sheets.
6. Awards. Include any information on awards or certifications.

VIII.   Application Evaluation Criteria

 The following is a list of significant criteria against which applications will be assessed.

1. Technical Approach that conforms to all of the components listed in Section VI above (**40 points**)
   - Description of technical approach (Objectives 1 and 2 only. Information on Objective 3 will be reviewed but not scored.)
   - Timeline to meet the deliverables.
   - Identification of major internal and external resources.
   - Qualifications
   - Profile of relevant experience and examples of related work.
   - Staffing plan accompanied by CVs for key technical positions.
   - List of certifications possessed by each key technical personnel.
   - Number of years in business.
2. Experience - to be validated by past performance references (**15 points**).
3. Experience with conducting digital health and community health systems landscaping, focus groups and stakeholder interviews in LMICs, digital health architecture documentation, and facilitating digital health investment prioritization exercises in LMICs - to be validated by past performance references (**15 points**).
4. Costs - as detailed in Section V (**30 points**).

Note: PATH reserves the right to include additional criteria.

IX.   Instructions and Deadlines for Responding

A. PATH contacts
Procurement Contact: Martin Wayss, Procurement Officer, mwayss@path.org
Technical Lead Contact: Lauren Wall, Manager, Program Quality & Learning, lwall@path.org

B. Fact-finding questions
During the RFA submission process, fact-finding questions will be accepted through June 8, 2020 at 5PM EDT to address any questions related to RFA # 2020-033. Answers to questions will be posted on the Digital Square wiki page found here:
https://wiki.digitalsquare.io/index.php/Main_Page.

C. Applications Due: **June 23, 2020 at 11:59 PM EDT**
Completed applications should be submitted by email to the contacts listed above. The subject line of the email should read: "RFA # 2020-033 - (Applicant name)"
We advise that you send files in commonly recognized MS formats. We will not accept responsibility for resolving technical transmission problems with applications.

D. Conclusion of Process
Applicants will be notified of the decision by **June 26, 2020**. Final award is subject to the terms and conditions included in this solicitation, as well as successful final negotiations of all applicable terms and conditions affecting this work.

X. Terms and Conditions of the Solicitation

A. Notice of non-binding solicitation
PATH reserves the right to reject any and all bids received in response to this solicitation and is in no way bound to accept any application. The applications submitted through this RFA process are the responsibility of the submitter and do not necessarily reflect the views of the United States Agency for International Development (USAID), the United States Government, or PATH.

B. Confidentiality
All information provided by PATH as part of this solicitation must be treated as confidential. In the event that any information is inappropriately released, PATH will seek appropriate remedies as allowed. Applications, discussions, and all information received in response to this solicitation will be held as strictly confidential, except as otherwise noted.

C. Conflict of interest disclosure
Suppliers bidding on PATH business must disclose, to the procurement contact listed in the RFA, any actual or potential conflicts of interest. Conflicts of interest could be present if; there is a personal relationship with a PATH staff member that constitutes a significant financial interest, board memberships, other employment, and ownership or rights in intellectual property that may be in conflict with the supplier's obligations to PATH. Suppliers and PATH are protected when actual or perceived conflicts of interest are disclosed. When necessary, PATH will create a management plan that provides mitigation of potential risks presented by the disclosed conflict of interest.

D. Communication
All communications regarding this solicitation shall be directed to appropriate parties at PATH indicated in Section IX. A. Contacting third parties involved in the project, the review panel, or any other party may be considered a conflict of interest and could result in disqualification of the application.

E. Acceptance
Acceptance of an application does not imply acceptance of its terms and conditions. PATH reserves the option to negotiate on the final terms and conditions. We additionally reserve the right to negotiate the substance of the finalists' applications, as well as the option of accepting partial components of an application if appropriate.

F. Right to final negotiations
PATH reserves the option to negotiate on the final costs and final scope of work, and also reserves the option to limit or include third parties at PATH's sole and full discretion in such negotiations.

G. Third-party limitations
PATH does not represent, warrant, or act as an agent for any third party as a result of this solicitation. This solicitation does not authorize any third party to bind or commit PATH in any way without our express written consent.

H. Application Validity
Applications submitted under this request shall be valid for 90 days from the date the application is due. The validity period shall be stated in the application submitted to PATH.