

**Health Systems Assessment Solutions**

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**[Date: April 24, 2024]**

**Dirk Horemans**

**Unit Head, a.i.**

**Health Services Performance Assessment**

**Integrated Health Services**

**UHC for the Life Course**

**World Health Organization**

**Subject: Proposal for Strengthening Health Systems and Services Performance Assessment and Monitoring - HSA-2022\_technical pool of consultants/contractors**

**Dear Mr. Horemans,**

We are pleased to submit our proposal in response to the Request for Proposals (RFP) referenced HSA-2022\_technical pool of consultants/contractors, issued by the World Health Organization's Department of Integrated Health Services. Our company is eager to collaborate with the WHO in establishing a 'preferred pool' of service providers to support health systems and services performance assessment and monitoring.

**Technical Proposal:**

Health Systems Assessment Solutions is a global leader in providing comprehensive solutions for health system performance assessment and monitoring. With over 20 years of experience in the field, we offer a dedicated team of experts committed to delivering exceptional service. Our mission is to contribute to the improvement of global health by providing innovative solutions and technical expertise.

## **Curriculum Vitae:**

Team Members:

- John Smith - Project Manager
- Years of Relevant Experience: 15 years
  
- Emily Johnson - Senior Consultant
- Years of Relevant Experience: 20 years
  
- Michael Brown – Consultant
- Years of Relevant Experience: 10 years

Qualifications and Experience of our Team:

Years of Relevant Experience: 22 years.

Projects of Relevance that our team worked on:

Primary Health Care Evaluation in South Asia, 2020-2023

Health Service Quality Improvement in West Africa, 2019-2022

Specific Softwares, Platforms, Applications, or Systems:

Electronic Health Records (EHR) Systems

Health Management Information Systems (HMIS)

## **Financial Proposal:**

Total Cost: \$500,000

Our daily rates for the specified services are as follows:

Senior Consultant: \$1000/day

Consultant: \$800/day

Analyst: \$500/day

Currency: USD

## **Project Timeline and Procedures**

### **1. Initiation Phase (Week 1-2)**

Week 1

Task 1: Kick-off Meeting

- Description: A virtual meeting will be held to introduce the project team, define the project objectives, and establish a clear understanding of roles and responsibilities.
- Responsibility: John Smith
- Deliverable: Kick-off meeting minutes

Task 2: Review of Project Scope and Objectives

- Description: Review the project scope and objectives with the WHO team to ensure alignment and understanding.
- Responsibility: Project Team
- Deliverable: Updated project scope and objectives document

Week 2

Task 3: Develop Project Plan

- Description: Develop a detailed project plan including timelines, milestones, and activities.
- Responsibility: Project Manager (John Smith)
- Deliverable: Project plan

Task 4: WHO Review and Approval

- Description: Present the project plan to the WHO for review and approval.
- Responsibility: Project Manager (John Smith)
- Deliverable: Approved project plan

### **2. Development Phase (Week 3-8)**

Week 3-4

Task 1: Development of Guidance, Innovative Methods, and Tools

- Description: Provide technical expertise in the development, review, and implementation of the integrated toolkit for health system and services performance assessment and monitoring.
- Responsibility: Project Team
- Deliverable: Initial draft of the integrated toolkit

Week 5-6

#### Task 2: Toolkit Refinement

- Description: Refine the integrated toolkit based on feedback from the WHO and other stakeholders.
- Responsibility: Project Team
- Deliverable: Final version of the integrated toolkit

Week 7-8

#### Task 3: Training Material Development

- Description: Develop training materials for the implementation of the integrated toolkit.
- Responsibility: Project Team
- Deliverable: Training materials

### **3. Implementation Phase (Week 9-14)**

Week 9-10

#### Task 1: Pilot Testing

- Description: Conduct pilot testing of the integrated toolkit in a selected region.
- Responsibility: Project Team
- Deliverable: Pilot testing report

Week 11-12

#### Task 2: Toolkit Implementation

- Description: Implement the integrated toolkit in collaboration with WHO and local health authorities.
- Responsibility: Project Team
- Deliverable: Implementation report

Week 13-14

#### Task 3: Training Delivery

- Description: Deliver training sessions to the relevant stakeholders on how to use the integrated toolkit effectively.
- Responsibility: Project Team
- Deliverable: Training delivery report

#### **4. Evaluation Phase (Week 15-16)**

Week 15

Task 1: Evaluation

- Description: Evaluate the effectiveness of the integrated toolkit and the training sessions.
- Responsibility: Project Team
- Deliverable: Evaluation report

Week 16

Task 2: Final Report Preparation

- Description: Prepare the final report including all findings, recommendations, and lessons learned.
- Responsibility: Project Manager (John Smith)
- Deliverable: Final report

#### **Project Completion and Handover (Week 17)**

Week 17

Task 1: Project Closure Meeting

- Description: Hold a meeting to review the project, discuss outcomes, and hand over any relevant documentation to the WHO.
- Responsibility: Project Manager (John Smith)
- Deliverable: Project closure documentation

Task 2: Final Submission

- Description: Submit the final report and all relevant documentation to the WHO.
- Responsibility: Project Manager (John Smith)
- Deliverable: Final report and documentation

#### **Conclusion:**

Thank you for considering our proposal. We are confident that our team's expertise and dedication will contribute significantly to the successful execution of the project outlined in the Request for Proposals (RFP).

Our commitment to excellence, compliance with WHO Policies, and our comprehensive understanding of the requirements outlined in the RFP ensure that our proposal is aligned with the objectives of the World Health Organization. We are enthusiastic about the prospect of collaborating with the WHO in establishing a 'preferred pool' of service providers to support health systems and services performance assessment and monitoring.

Should you need any further information or clarification, please do not hesitate to contact us. We are at your disposal to provide any additional details required.

Thank you for considering our proposal. We look forward to the opportunity to work with the World Health Organization and contribute to the improvement of global health.

**Yours sincerely,**

**John Smith**

**Project Manager**

**Health Systems Assessment Solutions**