REQUEST FOR EXPRESSION OF INTEREST (REoI) FOR CONSULTANCY TO DEVELOP SCHOOL HEALTH STRATEGIC AND OPERATIONAL PLANS

ASSIGNMENT TITLE: CONSULTANCY TO DEVELOP SCHOOL HEALTH STRATEGIC AND OPERATIONAL PLANS

BACKGROUND AND INTRODUCTION

The Ministry of Education through School Health Division has received funding from one of its partner (UNFPA), and intend to apply portion to towards cost of hiring A LOCAL CONSULTANT TO DEVELOP SCHOOL HEALTH STRATEGIC AND OPERATIONAL PLANS.

School health program has long been part of the education system in Liberia and is increasing becoming a complex set of initiatives that gear towards improving students’ wellbeing. In 1975, the Ministry of education established the school health division based on four pillars: policy, health education, provision of school health services, and safe and healthy environment. The division of School health has since assumed the responsibility to coordinating all school health interventions in the Liberian school system. Even though the School Health policy was developed in 1975, a copy cannot be found in the Ministry of Education. It can be concluded that the Division of School Health does not have a policy and strategic plan to guide school health related interventions. From this background, the Ministry has taken on this initiative with a call for a local consultant.

DURATION AND TIMELINES

The consultant will conduct the assignment within 15 days period beginning (February 15- March 01, 2020)

OBJECTIVES

The main objective of the policy is to provide framework for mainstreaming school health programs at all levels by ensuring an enabling environment for proper coordination, collaboration and implementation of school health programs in the education system of Liberia. Specifically, the policy and strategic plan will provide a framework for achieving the following objectives:

1. To ensure health is mainstreamed in the education system of Liberia;
2. To ensure that provision of skills and competencies for health and wellbeing is an integral part of the national curriculum;
3. To achieve a common understanding by all members of the school community, on the central nature of health and wellbeing of students for achieving educational targets;
4. To empower students with skills and competencies that enable them make healthy choices to prevent health problems, maintain and improve their health, and adopt healthy behavior;
5. To provide a safe and healthy physical and psycho-social environment that prevents ill health, diseases spread and promote inclusive participation of all students and school community;
6. To promote the practice of physical activity, fitness and sports that all students enjoy and can pursue every day of their lives;
7. To ensure all students have access to preventive health services and basic medical and psychosocial first aid in schools;

KEY ACTIVITIES
As part of the project and under the supervision of a School Health Technical Working Group (SHTWG), the following main activities will be carried out:
1. Inception report detailing procedural methodology and scope
2. Working session to develop School health strategic and operational plans
3. Validate the School health strategic and operational plans

STRATEGIES AND METHODOLOGY
The Ministry of Education in collaboration with the Ministry of Health will lead the development of the school health strategic plan under the guidance and support of the School Health Technical Working Group. The SHTWG will oversee the implementation of the activities, provide technical inputs at various stages and review all policy areas and reports.

The Ministry of Education will designate a qualified focal person who will work along with a local consultant to serve lead the plan development.

EXPECTED DELIVERABLES
1. Inception report detailing procedural methodology and scope
2. Working session to develop School health strategic and operational plans
3. Comprehensive report of the validated School Health strategic and operation plans

SCOPE OF WORK
The development of the school health strategic and operational plans is expected to span for fifteen days.
The Consultant will lead the delivery of the project’s objectives as highlighted above and carry out the following scope of work:
• Conduct a desk review and prepare inception report on methodological procedure.
• Lead and facilitate stakeholders’ workshop for the development of School Health strategic and operation plans.
• Lead and facilitate validation of School Health strategic and operation plans.
• Submit finalized School Health strategic and operation plans

**SHORTLISTING CONSULTANT QUALIFICATION**

An individual must meet the following qualification and skill

• Master degree in Public health
• At least 5 years working experience in education or health policy sector
• Excellent skills in communications, both written and oral, demonstrated in previous jobs;
• Proven track record in working effectively within Multidisciplinary teams

The attention of interested Consultant is drawn to section 68 of the PPCC Guidelines: Selection and Employment of Consultants under the Consultant Qualification selection (CQS) and procedures described in this REOI, in accordance with the policies of the Public Procurement & Concessions Commission (PPCC) or detailed in the Guidelines - Selection and Employment of Consultants by PPCC which can be found at the following website: www.ppcc.gov.lt. Consultants are not allowed to associate with other consultant/firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.

A Consultant will be selected in accordance with the procedures set out in the PPCC Guidelines: Selection and Employment of Consultants. Selection is based on the Consultants’ Qualifications (CQS) as set out in Guidelines on consultancy Services.

The detailed Terms of Reference (TOR) to the request for expressions of interest for the assignment can be obtain from the address below during office hours from 09:00am 3:00pm, Mondays to Fridays, starting **January 31- February 10, 2020** upon request.

**SUBMITTING THE EXPRESSION OF INTEREST**

Expressions of Interest must be delivered in a written form clearly marked: “Ref: ‘CONSULTANCY SERVICE TO DEVELOP SCHOOL HEALTH STRATEGIC AND OPERATIONAL PLANS’”, at the address below in person or by email on or before **Monday February 10, 2020** at 11:00 a.m.

Note: Only the Consultants with the best qualifications and relevant experiences will be shortlisted.
Miss Julay S. Jargbah
Procurement Division
Ministry of Education
Ministerial Complex, Congo Town
Email: procurement@moe.gov.lr/ moeprocurement.gol@gmail.com

CC copy the following e-mail address: jtekayhinneh@gmail.com

Signed: [signature]
Julay S. Jargbah
Supervisor of Procurement

Approved: [signature]
Prof. D. Ansu Sonii, Sr.
MINISTER