**Request for PROPOSALS**

**MOMENTUM Integrated Health Resilience:**

**Hostile Environment Awareness Training (HEAT) in SOUTH SUDAN**

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| **Issuance Date:**  | **July 19, 2021** |
| **Deadline for Questions:** | **July 25, 2021, 17:00 PM South Sudan Time** |
| **Deadline for Proposals:** | **July 30, 2021, 17:00 PM South Sudan Time** |

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# INTRODUCTION

IMA World Health (IMA) is a faith-based nonprofit organization implementing programs focused on sustainable and efficient solutions to health-related problems in the developing world. Working in partnership within the public and private sectors and harnessing the power of the markets, IMA focuses on achieving measurable health impact in more than 20 countries worldwide. IMA has been awarded a Cooperative Agreement from the US Agency for International Development (USAID) to lead the MOMENTUM Integrated Health Resilience (MIHR), a five-year global project working in fragile settings to strengthen quality maternal, newborn, and child health (MNCH), voluntary family planning (FP), and reproductive health (RH) care and service delivery, to reduce maternal, newborn, and child mortality and morbidity and increase the health resilience of families, communities, and nation-states.

IMA is seeking a security firm to conduct Hostile Environment Awareness Training (HEAT) for the MIHR staff at IMA. The training will be conducted in English, to industry standards and with local or cultural changes made to standard training design.

An award will be made to the responsible bidder whose bid is responsive to the terms of the RFP and is most advantageous to IMA, considering price or/and other factors included in the proposal.

All qualified vendors are welcome to apply. Issuance of this RFP does not constitute an award commitment on the part of IMA nor does it commit IMA to pay for costs incurred in the preparation and submission of an application. Further, IMA reserves the right to reject any or all applications received.

# APPLICATION INSTRUCTIONS

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| **Issuance Date:**  | **July 19, 2021** |
| **Deadline for Questions:** | **July 25, 2021, 17:00 PM South Sudan Time** |
| **Deadline for Proposals:** | **July 30, 2021, 17:00 PM South Sudan Time** |

Questions concerning this request should be submitted via email to SouthSudanProcurement@lwrima.org..

by **17:00 PM South Sudan Time on July 25, 2021.**

Questions and responses will be shared with the rest of the Applicants. Questions received after the closing date for “Questions” may not be answered.

The applications/proposals in response to the subject RFA shall be submitted by email to SouthSudanProcurement@lwrima.org.. **17:00 PM South Sudan Time on July 30, 2021.**

Please note that MIHR & IMA will not accept responsibility for delays with transmission or receipt of application. Applications received after that date and/or time specified may not be considered.

**PERIOD OF PERFORMANCE -** The period of performance anticipated herein is approximately. (10days with 5days in August for the first shift and 5days in October) from the effective date of award.

**LANGUAGE REQUIREMENTS -** The proposal must be submitted in English.

**AUTHORIZED GEOGRAPHIC CODE -** The authorized geographic code for procurement of services under this contract is 937.

**EVALUATION -** IMA will evaluate responsive and technically acceptable offers in accordance with the evaluation factors in section “Criteria for Proposal Evaluation”.

**ELIGIBILITY -** Qualified applicants may be non-governmental organizations, registered as a legal entity and organized under the local laws, having its principal place of business in South Sudan. Qualified applicants must provide evidence of having delivered at least six (6) HEAT trainings in South Sudan in the past three (3) years.

**DUNS** - Offerors must poses a [Data Universal Numbering System (DUNS)](https://fedgov.dnb.com/webform/) number to be eligible. *Please reach out for guidance if you do not have or do not know how to get one.*

# REQUIRED QUALIFICATIONS

* At least nine (9) HEAT courses in the past three (3) years
* At least six (6) HEAT courses in South Sudan the past three (3) years
* Access to appropriate facilities for the delivery of HEAT training in South Sudan
* Ability (including premises) to provide training to at least 20 individuals at a time following appropriate COVID-19 mitigations.
* The proposed trainers must have a minimum of five years’ experience of operating within high-risk environments, coupled with a minimum of 10 years’ experience delivering HEAT training and have internationally recognized training qualifications.

# RESPONSIBILITIES AND DELIVERABLES

The bidders will deliver a Five-day Hostile Environment Awareness Training (HEAT) training course to a total of 33 staff members at IMA to help improve safety and security related staff’s knowledge of multiple threats in hostile field environment and show ways on how to manage situations and stress once caught in these situations. The potential contracting party should propose the detailed content of course/s which are bespoke to South Sudan and the needs of the participants, and the training should be centered around the following content (non-exhaustive):

* Security awareness (e.g. risk-reducing behavior, environmental awareness, etc.).
* Basic building safety and security (e.g. ingress and egress, fire safety, protection from intruders).
* Critical incidents (e.g. crisis management, sexual violence, post incident peer support, psychological first aid)
* First-aid (e.g. catastrophic bleeding, basic CPR, first aid kits, etc.).
* Safe movement and travel safety (e.g. carjacking, vehicle checkpoints, crowds and demonstrations etc.).
* Hostage survival techniques (e.g. conflict management and de-escalation, what to do during an abduction etc.).
* Weapons and explosives awareness (e.g. improvised explosive devices, active-shooter, indirect fire, cover and concealment, etc.).
* Resilience (e.g. grab bags, stress management, psychology of survival, etc.).

Content should primarily be knowledge-based classroom delivery with interactive exercises and engagement, with a one-half to full day of simulation-based exercises and debriefing on the last day of training.

Training Delivery

* The potential Bidders should propose the number of students per course.
* Training must take place within South Sudan at venue/s which are secure but also allow for practical and scenario-based training.
* Delivery should commence during 2021.
* Course delivery should include a "pre-read" information pack outlining course content and what participants should expect, including warnings about potential triggers of past trauma where necessary and appropriate.

The below outlines the deliverables for this assignment. The service provider will engage regularly with the IMA management team to discuss progress.

**Deliverable 1**: **Inception report and time-bound work-plan.**

Submission of a detailed inception report including delivery timeline, number of students per course, modalities, course content, methodology for monitoring and evaluating the effectiveness of the trainings, and details regarding the training venue and facilities.

**Deliverable 2:** **Hostile Environment Awareness Training course.**

Delivery of a Five-day training course/s attended by a total of 33 staff members of IMA-MIHR at IMA.

**Deliverable 3:** **Post-delivery report.**

Submission of a final post training report, including evidence of capacity development and recommendations of future activity/ies.

# CRITERIA FOR EVALUATION

## Technical Proposal (30 points)

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.

1. Extent of understanding the task including background, concept and objectives and clarity on the subject / issues addressed in the proposal.
2. Quality of the trainings’ curriculum developed.

**c)** Curriculum is designed to be practical, interactive, and set within the South Sudan context.

## Capacity Statement of Organization (30 points)

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

**a)** General organizational capacity which is likely to affect the effective delivery of the trainings (number of available consultants, availability of facilities, experience within challenging environments, and controlling mechanism)

**b)** Training experts have extensive relevant expertise in Hostile Environment Awareness Training. All trainers must have a minimum of five (5) years’ experience of operating within high-risk environments, coupled with a minimum of ten (10) years’ experience delivering HEAT training and have internationally recognized training qualifications.

## Past Performance (relevant) of Organization (30 points)

The bidders shall

* Provide evidence of having delivered at least nine (9) HEAT courses in the past three (3) years.
* Provide evidence of having delivered six (3) training courses (of any type) in South Sudan in the past (3) years.

## Financial Proposal (10 points)

Financial proposal will be judged on value for money, and how well the budget is linked to the requested program description.  The proposed costs will be evaluated for realism, reasonableness, allocability, allowability and cost- effectiveness.