



## Request for Cost Proposals

### Data enumerator remuneration for Informatics-Savvy Health Organization assessment in Nigeria

#### **Background:**

The U.S. President's Emergency Plan for AIDS Relief (PEPFAR) has its core mission building capacity to define, develop, maintain, and assess efficient, high-quality, secure, and sustainable health information systems (HIS) that meet the information needs of each level in the care, treatment, and prevention of HIV/AIDS, tuberculosis, and related conditions. PEPFAR also supports standards for interoperability and data security and confidentiality policies that enable the linking of disparate systems to enable tracking of the UNAIDS/PEPFAR epidemic control goals of 95-95-95, data-driven decision-making and program improvement, and public health reporting and surveillance. To sustain its investments, PEPFAR supports the capacity development of individuals to create, lead, and manage informatics-savvy public health organizations.

Critical to tracking PEPFAR's epidemic control goals is the building out Informatics-Savvy Organizations (ISHO) to obtain, effectively use, and securely exchange information electronically to improve public health practice and population health outcomes.

#### **Assessment:**

The Federal Ministry of Health, through the National AIDS, Sexually Transmitted Infections Control and Hepatitis Programme (NASCP), is conducting an ISHO assessment. The assessment shall be under the guidance of the ISHO task force; a technical working group established by FMOH/NASCP. The assessment aims to evaluate Nigeria's health informatics systems, data management practices, and overall impact on healthcare delivery towards attaining HIV/AIDS epidemic control. This assessment seeks to identify strengths, areas for improvement, and potential innovations to enhance ISHO's capabilities. The taskforce has identified 49 assessment sites, and a team of 14 data enumerators, and 10 supervisors.

As a member of the PATH consortium of the TAP Collaborative, the I-TECH group at the University of Washington is resourced to support data collection activities for the assessment. As such, we are interested in engaging a vendor to act as the payment intermediary to provide remuneration to data enumerators and supervisors for assessment activities. Compensation for the administrative burden of facilitating payment can be included in the vendor agreement.

Data collection activities are expected to take 3-4 weeks and will commence upon finalization of the vendor agreement.

#### **Scope of Work and Deliverables:**

- Provide remuneration to data enumerators and supervisors in wire payments to Naira accounts. Payments to data enumerators and supervisors to be made in installments in advance of assessment activities and upon completion and approval of submitted assessment data and reports.

- Supervisors will be responsible for assessing and approving the quality of data submitted by enumerators. The ISHO working group, including the University of Washington, will be responsible for approving reports from supervisors. (See Appendix: [ToR for Data Enumerators](#))
- Bidders will be responsible for contracting directly with selected enumerators and supervisors.
- Bidders will be responsible for tracking, collection and remittance of any necessary withholdings for the consultants/employees and assuming responsibility for local tax withholding laws and regulations if applicable.

#### **Requirements:**

- Bids should include a cover letter, level of effort and facilitation fee for data enumerator and supervisor payment, and itemization of all other costs.
- Payment to the selected vendor will be made via wire transfer in USD, net 30 terms apply. Bidders should be able to receive USD funds in their accounts.
- Any winning vendor will be required to adhere to the UW General Terms and Conditions as well as the US Federal Terms and Conditions for Grants and Contract funded purchases found here: <https://finance.uw.edu/ps/suppliers/terms-conditions>

#### **Evaluation:**

Bids will be evaluated based on their responsiveness to the information requested. Selection will be based upon the overall merit and best value to the University, in its sole judgment, taking into consideration the following:

- Qualifications
  - Vendor has the qualifications necessary to successfully complete the scope of work
- Scope of Proposal
  - The proposal demonstrates an understanding of the project objectives and desired results
- Budget

#### **Commitment to Diversity**

The International Training and Education Center for Health (I-TECH) and the Department of Global Health recognizes that disparities in health around the globe stem from inequity and encourages and supports the multiple identities of staff, faculty and students including, but not limited to, socioeconomic status, race, ethnicity, language, nationality, sex, sexual orientation, gender identity and expression, culture, spiritual practice, geography, mental and physical disability and age. As reflected in the [I-TECH Diversity Statement](#), our definition of diversity is broad, recognizing that there are multiple definitions of diversity. We strive to become a local, national, and international leader in developing and maintaining increased representation and recognition of each of these dimensions of diversity among its faculty, staff, and students.

Bids can be shared with Sonora Stampfly, Program Manager, via email at [stampfls@uw.edu](mailto:stampfls@uw.edu). The submission deadline is January 3, 2025.