



Telepsychiatry
Research &
Innovation Network

Terms of Reference (TOR)

TRANSFORM- Project

1. Background of the work

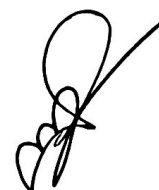
People living in slums in low- and-middle-income countries (LMICs) have higher rates of serious and debilitating mental disorders (SMDs – psychotic disorders and severe mood disorders, often with co-occurring substance abuse) and limited access to mental health care. Mental health disorders hardly receive attention in comparison to other health issues, particularly among the people living in the unstable setting such as the slums of developing countries. The TRANSFORM project aims to improve the accessibility of care and outcomes of SMDs in slums, by developing an innovative collaborative care model involving traditional/faith healers, mental health professionals, primary care practitioners, and community health workers (CHWs). We are expecting to collaborate with a mental health advocacy NGO, which utilizes a weekly column in a national daily, as well as extensive media (TV, radio, and social media channels) to engage in public awareness campaigns. The selected NGO will organize meetings with policy makers by formulating policy briefs to ensure that the project's findings are discussed at the highest policy-influencing level.

2. Objectives and Scope of Work:

The NGO will support the research program, particularly with community engagement and development of audio-visual materials for effective dissemination both in printed and electronic versions. The NGO will be engaged in dialogues with policy makers and stakeholders at the highest level to ensure that the project's findings are discussed on different platforms.

The selected NGO partner will provide:

- A regular quarterly newsletter in English and Bangla circulated three-monthly to all stakeholders.
- Public mental health awareness posters in English and Bangla to be displayed at study sites.
- Organize meetings with the slum dwellers, community health workers, religious leaders, and community leaders.
- Assist in co-production of training packages for community health workers and traditional/ faith healers.
- Organize meeting with Community Health Workers (CHWs), community volunteers, social workers, and primary care nursing staff to increase awareness and facilitate the referral path for early identification and intervention;
- Involvement of social media and raising awareness platforms.
- Media briefings as appropriate.



- Several short films and documentaries to raise awareness about SMDs and the role of biomedical care, reduce stigma, instill hope and optimism and change community attitudes.

4. Deliverables

1. Development and dissemination of quarterly newsletter focusing on the activities of the research and mental health awareness.
2. Quarterly produce and display banners in Bengali focusing on the mental health conditions and serious mental disorders and positive aspects of seeking mental health treatment at Korail Slum.
3. At least one monthly newspaper column writing from the NGO on the national daily's.
4. Annually two short videos on the participants at Korail Slum.
5. Assist us with information to create service delivery maps in the Korail slum.
6. Community mobilization through organizing community meetings with local leaders, local community representatives, community health workers, and religious leaders.
7. Organize annual policy and stakeholder meetings to facilitate taking the research finding to policy.
8. Monthly social media program engagement in terms of live program, electronic leaflet, and social media content dissemination.

5. Methodology

The NGO will propose and develop a time frame detailing the work plan for 4 years along with appropriate methodologies prioritizing each objective with an expected result. However, methodology will be finalized after consultation and review of Telepsychiatry Research and Innovation Network Ltd.

6. Required Qualifications

Interested NGOs must have the following minimum qualifications:

- Reputed NGO with the experience of working with the Korail community in health, education or behavior change communication or community capacity building;
- Experience in developing newsletter and other audio visual materials in health sector with demonstrated excellent writing ability;
- Previous experience of developing documentary and short films;
- Experience in mental health and health policy with basic understanding of serious mental health conditions and the stigmas.
- We expect the potential NGO partner to have previous mental health research experience and working experience with large international funding bodies (e.g. NIHR, UK) will be highly desirable.



7. Duration of Assignment

The initial contact will be for 3 year with one year expected extension. The start date for carrying out the works is immediate after the Responsible Party Agreement signature expecting from January 2022.

8. Required Documents to Submit

- Background of the firm(s) with general experience, including the firm's brochure and registration related document.
- Work experience in similar assignments with the information of total cost, start date and completion date and particulars of the clients.
- Availability of appropriate skilled Key Professional Experts in this relevant field (list of relevant professional key experts, their qualification and experience in a filled up CV).
- Availability of resources and demonstration of capacity to carry out such assignments.

9. Evaluation:

We will follow the Quality and Cost based Selection (QCBS) method. The technical proposal will weigh 70% and the financial proposal will weigh 30%.

Technical Proposal Scoring:

SI No.	Criteria	Weight
1	Understanding of the ToR	5
2	Relevant Experience	15
3	Team Leader Experience	10
4	Team Member Experiences	10
5	Methodology	25
6	Logistics & Capacity	10
7	Community Engagement within Korail slum	15
8	Proven Understanding of Mental Health and Stigma	10
Total		100



Those NGOs who will score 70 or more will be invited for the opening of the financial proposal and the lowest bidder will get the maximum number and proportionately the scoring will be calculated.

We will calculate the cumulative score of the technical and financial proposal of the participants. The highest two scorers will be invited for detailed project plan discussion and negotiation. Based on the presentation and negotiation, the final awardee will be selected.

10. CLOSING DATE OF THE SUBMISSION

Interested NGO, may submit their technical and financial proposal along with Organizational Profile, CV of the key professionals, Legal registration related document, previous work experience. Please send the Technical and Financial Proposal in two different folders mentioning the name in the folder to the following email to tanjirsoron@gmail.com, tanjir@trin.ltd by no later than Friday 24th December 2021, 04:00 pm Local Time. The documents can also be submitted to Telepsychiatry Research and Innovation Network Ltd by no later than Friday 24th December 2021, 04:00 pm Local Time. One Original and one photocopy of the documents should be submitted in a sealed envelope to the following address:

Telepsychiatry Research and Innovation Network Ltd.

3D, Level-2, Rupayan Trade Center

114-Kazi Nazrul Islam Avenue, Banglamotor, Dhaka-1215

Mobile: 01718-827138, 01550699399

E-mail: services@trin.healthcare, tanjirsoron@gmail.com

Please feel free to communicate with us if any further clarification is required before 21-12-2021. Telepsychiatry Research and Innovation Network Ltd keeps the right to update, modify and cancel the TOR.

