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**CALL FOR INTEREST**

**Scope of Work: Workplace lactation support programs in the private sector**

**Location: Cambodia**

**Contracted Days: Approximately 9 months**

**Contract Period: November 2021 – June 2022**

**~~Submission due date: November 7, 2021~~**

**Extended due date: November 28, 2021**

**About Alive & Thrive**

[Alive & Thrive](https://www.aliveandthrive.org) (A&T) is a global nutrition initiative to save lives, prevent illness, and ensure healthy growth of mothers and children. From 2009 to 2014, A&T demonstrated that rapid improvements in infant and young child feeding (IYCF) are possible in settings as diverse as Ethiopia, Bangladesh, and Viet Nam. In 2014, A&T began working in Burkina Faso, India, Nigeria, and throughout the Southeast Asia region, expanding its scope to include maternal and adolescent nutrition, and using agriculture and social protection programs as delivery mechanisms for maternal, infant, and young child nutrition (MIYCN). Currently, A&T is leveraging its robust network and knowledge base to strengthen systems and build capacity in these and other countries across Africa and Asia, and disseminate innovations, tools, and lessons worldwide. The Alive & Thrive initiative, managed by FHI Solutions, is currently funded by the Bill & Melinda Gates Foundation, Irish Aid, and other donors.

Since 2014, A&T has provided strategic technical assistance to seven countries in Southeast Asia (Viet Nam, Cambodia, Indonesia, Laos, Myanmar, Thailand, and the Philippines). These countries are among the ten-member states included in the Association of Southeast Asian Nations (ASEAN). This regional support continues until 2021 and aims to accelerate progress toward meeting breastfeeding-related World Health Assembly and Sustainable Development Goal targets by the ASEAN member states. With funding from Irish Aid, A&T is working to strengthen the capacity of health systems in Cambodia, Laos, Myanmar, and Viet Nam to deliver high-quality breastfeeding-friendly services to mothers and infants. A&T provides strategic technical assistance to the governments of these countries to establish and sustain a network of 30-40 Centers of Excellence (COE) for Breastfeeding that deliver high quality breastfeeding and early essential newborn care (EENC) services within a supportive policy environment by 2021.

**What is a workplace lactation support program?**

Women are often forced to compromise between income security and the health of themselves and their children. In Southeast Asia, many women migrate to urban areas for work, a trend which has accelerated with industrial growth. Globally, a woman’s return to work is a leading cause for stopping breastfeeding early or not starting at all. No woman should have to choose between providing her child with the best start in life and earning and income for her family.

Breastfeeding is a powerful tool in the fight to ensure that every child has the best start to life, but mothers need access to accurate information and timely support from their family and community; the healthcare system; and their employers in order to successfully breastfeed. Breastfeeding-friendly maternity protection and practices in the workplace must be prioritized to improve the health and well-being of mothers, children, and society. More flexible, family-friendly workplaces will also attract more females to the workforce and positively impact the economy.

Mothers can continue breastfeeding after returning to work if breastfeeding or expressing and storing of breastmilk is supported. Workplace lactation support programs provide mothers with ‘**Time, Space, and Support’** for breastfeeding and can increase breastfeeding rates and worker morale, commitment to the company, as well as reduce absenteeism and turnover among female employees.

A&T is seeking a consultant to support the Cambodia Program Manager to develop and implement pilot workplace lactation support programs in selected work sites in Phnom Penh. The specific tasks include:

*Policy and Operations*

1. Coordinate between A&T, stakeholders, and work site managers to ensure effective program implementation
2. Manage local subcontractors for lactation room setup and maintenance

*Measurement and documentation*

1. Support the setup and maintenance of a monitoring system to ensure effective implementation of the program

*Communications and Social Mobilization*

1. Support development of communications materials in Khmer language in consultation with local experts and stakeholders and the A&T team
2. Provide training and sensitization on workplace lactation support to the private sector
3. Disseminate of breastfeeding support and information via social media and messenger applications
4. Join supportive supervision visits to work sites as needed

**Expected Profile of the consultant**

The Consultant is expected to meet the following requirements and demonstrate the following competencies:

* Bachelor’s degree in public health, nutrition, business administration or a related field.
* Midwifery background and experience working on breastfeeding or workplace lactation is considered added value.
* At least 5 years’ experience in project implementation and monitoring.
* Knowledge and experience working with the private sector including factories, government agencies, and/or NGOs.
* Excellent interpersonal and communications skills.
* Fluency in Khmer and English, both spoken and written.
* Digital literacy: Strong skills in Microsoft Office (Word, Excel, etc.), Facebook, Telegram, TikTok and related mobile applications.
* Ability and willingness to undertake field travel when needed.

**How to apply**

Applications to this Call for Interest (CFI) should be submitted by email to the attention of Mien Nguyen (Ms.), ntmien@fhi360.org; and cc: Chin Sedtha (Ms.), csedtha@fhi360.org, no later than ~~November 7, 2021~~ **November 28, 2021**, 17:00 (Hanoi time), with the following information:

1. A brief cover letter demonstrating you meet the competencies above.
2. An updated CV
3. A completed and signed biodata form (form posted with this CFI)

Applications received after this date and time may not be accepted for consideration. FHI Solutions/FHI 360 will acknowledge receipt of your application by email. Applications must be submitted in electronic formats.

**CONTRACT MECHANISM**

FHI Solutions LLC/FHI 360 anticipates issuing a firm fixed price work order. The work order will be issued in USD to the responsive offer or whose quote meets the above requirements and offers a competitive price. Once an award is issued, it will include a fixed price payment based on completion of the scope of work, with payments linked to timely submission and approval of deliverables.

**EVALUATION CRITERIA:**

**Applications will be evaluated and ranked by a committee on a best value basis according to the criteria below. Only offerors able to provide all of requirements listed above will be considered.**

Selection shall be based on the following weighted categories:

1. **Competencies (CV and cover letter): 40 points**
2. **Daily rate (biodata): 40 points**
3. **Experience and past performance (CV and biodata): 20 points**

*NOTE: FHI Solutions LLC/FHI 360 will not compensate the individual for its preparation of response to this CFI nor is the issuing of this CFI a guarantee that FHI 360 will award a contract.*

**TERMS AND CONDITIONS**

Offerors are responsible for review of the terms and conditions described below and in the award template attached.

**Withdrawal of Applications**

Applications may be withdrawn by written notice, email or facsimile received at any time before award.

**False Statements in Offer**

Offerors must provide full, accurate and complete information as required by this solicitation and its attachments.

**DISCLAIMERS AND FHI SOLUTIONS/FHI 360 PROTECTION CLAUSES**

* FHI SOLUTIONS/FHI 360 may cancel the solicitation and not make an award
* FHI SOLUTIONS/FHI 360 may reject any or all responses received
* Issuance of a solicitation does not constitute an award commitment by FHI Solutions
* FHI SOLUTIONS/FHI 360 reserves the right to disqualify any offer based on offeror failure to follow solicitation instructions
* FHI SOLUTIONS/FHI 360 will not compensate offers for response to solicitation
* FHI SOLUTIONS/FHI 360 reserves the right to issue an award based on initial evaluation of offers without further discussion
* FHI SOLUTIONS/FHI 360 may choose to award only part of the activities in the solicitation, or

issue multiple awards based on the solicitation activities

* FHI SOLUTIONS/FHI 360 may request from short-listed offerors a second or third round of either oral presentation or written response to a more specific and detailed scope of work that is based on a general scope of work in the original CFI.
* FHI SOLUTIONS/FHI 360 has the right to rescind an CFI or rescind an award prior to the signing of a subcontract due to any unforeseen changes in the direction of FHI SOLUTIONS’s client, be it funding or programmatic.
* FHI SOLUTIONS/FHI 360 reserves the right to waive minor application deficiencies that can be

corrected prior to award determination to promote competition

* FHI SOLUTIONS/FHI 360 will be contacting offerors to confirm contact person, address and that application was submitted for this solicitation.

**END OF CFI\*\*\*\*\*\***