

## **Request for Proposal**

### 1. General

The Department of Health and Social Affairs (HSA) of the FSM National Government (*hereinafter referred as "government"*) hereby solicits proposal bid from interested medical/health firms, agencies or organizations (*hereinafter referred as "applicants"*) for the provision of the following specialized medical care in the Federated States of Micronesia in the

- **Screening and Treatment of Rheumatic Heart Diseases (RHD) Among School Age Children in the FSM States**
- **Training of healthcare workers in RHD screening and assessment, administering of prophylaxes and treatment**

### 2. Eligibilities

The following are eligible to apply:

1. Institute of higher education (IHE);
2. Private, independent health consulting groups or agencies;
3. Health departments;
4. Community-based health organization;
5. A medical doctor licensed to practice medicine in the FSM or other areas; and
6. Other health-related NGOs.

### 3. Format

All interested parties and/or agencies may adopt any generally accepted style and format of proposal writing as long as it provides the necessary information as follows:

1. Name and Address of Agency
2. Telephone and Facsimile numbers, including contact email addresses and website, if any.
3. Name, address and email address of the contact person.
4. Title of proposal and brief description of proposal ( 50 words or less)
5. Availability and name of individuals to provide the services
6. Statement of Mission
7. Cost of services, professional fees, per diem, local transportation and other related charges.
8. Clearance and endorsements
  - a. Letter of support and endorsements by responsible person of governing boards.
  - b. Copy of medical licensures and academic credentials of individuals who are part of the team.

### 4. Selection Criteria and review panel

These review and rating elements shall be used in reviewing and rating individual duly submitted proposals:

1. Technical experience and competence – These elements account for 25% of the scoring unit on the total proposal, and applicants are required to present the rationale on how their proposal is relevant to the FSM.
2. Familiarity with FSM health care systems – These elements account for about 25% of the scoring unit on the total proposal. Applicants are required to note if they have had previous engagement in delivering health care to the FSM population.
3. Cost Effectiveness and Efficiency – These elements account for 25% of the scoring unit on the total proposal, and applicants are required to justify every estimated cost or cost activities thereof as they relate to all parts and sections of their proposed activities.
4. Other supporting documents –These other elements shall include, but not limited to, volume, types and accuracies of supportive documents, references, endorsements and recommendations, as well as style, form of presentations, level of third parties supports, and etc. These account for about 25% of the scoring unit on the total proposal.
5. The Government reserves the rights to refuse any and/or all proposals on the basis of incompleteness and/or non-compliance. In case where no proposals will be accepted, the Government shall re-announce the Request for Proposal.

5. Submission:

All completed original proposals shall be submitted either in sealed envelopes or via email [health@fsmhealth.fm](mailto:health@fsmhealth.fm). If application is sent in a sealed envelope, please send to:

Secretary  
Department of Health and Social Affairs  
FSM National Government  
Palikir, Pohnpei FM 96941

Phone: 691 320 2619  
Fax: 691 320 5263  
Email: [health@fsmhealth.fm](mailto:health@fsmhealth.fm)

6. Closing date: Until filled or received.

*Note: FSM Government regulates the practice of medicine. All submissions must comply with FSM Regulations. FSM reserves the right to accept or reject any application.*