

BIL	Quotation Reference	Description	Advertisement Date	Closing Date (Not Later Than 2.00PM)	Quotation Fee	Requesting Department	Focal Person
2	PPK/UPK/QTN/22-23 (26)	<p>TO CONDUCT A SURVEY ON HEALTH LITERACY STATUS AMONG PUBLIC SECTOR WORKERS IN BRUNEI DARUSSALAM FOR HEALTH PROMOTION CENTRE</p> <p><u>PLACE OF SUBMISSION:</u> QUOTATION BOX (GROUND FLOOR) MINISTRY OF HEALTH COMMONWEALTH DRIVE BANDAR SERI BEGAWAN, BB 3910 NEGARA BRUNEI DARUSSALAM</p>	26/11/2022	10/12/2022	\$5.00	JABATAN TEKNOLOGI PENJAGAAN KESIHATAN, KEMENTERIAN KESIHATAN.	SITI KHADIZAH FAKHRIAH BINTI BAKRI HEALTH EDUCATION OFFICER TEL: 234247

**UNIT TAWARAN
KEMENTERIAN KESIHATAN
NEGARA BRUNEI DARUSSALAM**

RUJUKAN SEBUTHARGA: PPK/UPK/QTN/22-23 (26)

NAMA SEBUTHARGA: TO CONDUCT A SURVEY ON HEALTH LITERACY STATUS AMONG PUBLIC SECTOR WORKERS IN BRUNEI DARUSSALAM FOR HEALTH PROMOTION CENTRE

NO.	USER SPECIFICATION	Unit Price
1.	Pre-testing (Preparation, contact gatekeeper/participants, conduct pre-testing, short report and edit questionnaire)	
2.	Pilot study (Preparation, contact gatekeeper/participants, conduct pilot study, and calculate reliability measurement, short report and edit questionnaire (if necessary))	
3.	Main study ((Preparation, contact gatekeeper/participants, conduct main study)	
4.	Data management and Report writing	
	TOTAL PRICE	

Please State:

- Unit Price (in the table above)
- Total Price (in the table above)
- Price Validity: _____
- Delivery Period: _____

If any query please contact **Siti Khadizah Fakhriah Binti Hj Bakri, Health Education Officer, Health Promotion Centre** at **2385800** or e-mail: **khadizah.bakri@moh.gov.bn**

**TAWARAN SEBUTHARGA
PUSAT PROMOSI KESIHATAN
KEMENTERIAN KESIHATAN
NEGARA BRUNEI DARUSSALAM**

RUJUKAN SEBUTHARGA: PPK/UPK/QTN/22-23 (26)

NAMA SEBUTHARGA: TO CONDUCT A SURVEY ON HEALTH LITERACY STATUS AMONG PUBLIC SECTOR WORKERS IN BRUNEI DARUSSALAM FOR HEALTH PROMOTION CENTRE.

Please tick in the YES or NO boxes if your service is meeting or not meeting our specifications and requirements.

NO.	USER SPECIFICATION	UNIT	YES	NO	IF 'NO' PLEASE STATE ALTERNATIVE OFFER
1	Pre-testing				
	Preparation				
	Contact gatekeeper/participants				
	Conduct pre-testing				
	Short report and edit questionnaire				
2	Pilot study				
	Preparation				
	Contact gatekeeper/participants				
	Conduct pilot study				
	Short report and edit questionnaire (if necessary)				
3	Main study				
	Preparation				
	Contact gatekeeper/participants				
	Conduct main study				
4	Data management and Report writing				

**TAWARAN SEBUTHARGA
PUSAT PROMOSI KESIHATAN
KEMENTERIAN KESIHATAN
NEGARA BRUNEI DARUSSALAM**

RUJUKAN SEBUTHARGA: PPK/UPK/QTN/22-23 (26)

NAMA SEBUTHARGA: TO CONDUCT A SURVEY ON HEALTH LITERACY STATUS AMONG PUBLIC SECTOR WORKERS IN BRUNEI DARUSSALAM FOR HEALTH PROMOTION CENTRE.

	Procurement Requirement
Price Validity:	
Delivery Period:	

Company Name				Company Chop
Contact Person		Contact Number		

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HEALTH LITERACY STATUS AMONG PUBLIC SECTOR WORKERS IN BRUNEI DARUSSALAM

SCOPE OF WORK

INTRODUCTION

Health literacy is a key determinant to advocate for population health from the clinical and public health perspectives. Health literacy is defined as the knowledge, motivation, and competency to access, understand, appraise and apply health information to make judgments and decisions in everyday life concerning health care, disease prevention, and health promotion to maintain or improve quality of life throughout life. Health literacy consists of a set of individual capabilities based on four domains: (1) cultural and conceptual knowledge, (2) speaking and listening skills, (3) writing and reading skills, and (4) numeracy. Thus, inadequate health literacy skills may affect an individual's ability to engage in self-care and chronic disease management and utilize the healthcare system, such as filling out complicated forms locating providers and services.

AVAILABLE DATA

Currently, there is no known evidence-based data on the health literacy profile of the adult population in Brunei. It is widely and globally accepted that those 18 years and above are considered an adult; therefore, the minimum age range for this study will be those of 18 years old and above. According to the Labour Work Force 2020, Brunei Darussalam, the majority (88.0%) of those employed in this country are aged 25 to 64 years old, thus it is feasible to capture the adult Bruneian population. This study will specifically aim for the public sector workers in Brunei Darussalam as the target population. Therefore, the study aims to assess the health literacy level among working adults in Brunei Darussalam.

AIM AND OBJECTIVES

This research aims to determine the health literacy status of the Bruneian adult working population. The objectives are to:

1. Measure the percentage and mean score of the health literacy level of the Bruneian working adults
2. Measure the percentage and mean score of 2 health literacy components, i.e., functional and communicative health literacy level of the Bruneian working adults
3. Estimate the association between socio-demographic factors and health literacy level

SCOPE OF WORK

There are four parts to the study; 1. Pretesting, 2. Pilot study and 3. Main study 4. Data analysis and report writing.

1. PRE-TEST

- a. Assist in further contacting gatekeepers to send QR code for gatekeepers to send to participants in respective Departments (that has been contacted by HPC)
- b. To ensure PIS, consent and questionnaire has been prepared online and ready to use.
- c. Assist in conducting pretesting tool by;
 - i. Explain PIS and obtain verbal consent to interview.
 - ii. Conduct interview – To interview 20 participants in a chosen department.
- d. Write a short report and further edit questionnaire (if necessary)

2. PILOT STUDY

- a. Assist in further contacting gatekeepers to send QR code for gatekeepers to send to participants in respective Departments (that has been contacted by HPC)
- b. To ensure PIS, consent and questionnaire has been prepared online and ready to use.
- c. Assist in conducting pilot study by;
 - i. Provide participants with an online survey link/QR code.
 - ii. Obtain implied informed consent from participants when they click agree in the box provided before answering the questionnaire online
- d. To calculate Cronbach Alpha or other relevant reliability measurement (To measure reliability)
- e. Write a short report and further edit questionnaire (if necessary).

3. MAIN STUDY

- a. Assist in further contacting gatekeepers to send QR code for gatekeepers to send to participants in respective Departments (that has been contacted by HPC)
- b. To ensure PIS, consent and questionnaire has been prepared online and ready to use.
- c. Assist in conducting main study by;
 - i. Provide participants with an online survey link/QR code.
 - ii. Obtain implied informed consent from participants when they click agree in the box provided before answering the questionnaire online
 - iii. To ensure, monitor and follow-up with gatekeeper if numbers need to be achieved.

4. DATA ANALYSIS

- a. Assist in the management of and analysis data.
- b. Assist in the report writing of data.

RESPONSE RATE

The survey is intended to acquire a response rate of at least 90%.

TIMEFRAME

This survey will span approximately four (4) months from the commencement. The data collection itself should take approximately 8 weeks (from pretesting to main study).