

**REQUEST FOR QUOTATION
HEALTH PROMOTION CENTRE
MINISTRY OF HEALTH**

REFERENCE: MOH/HPC/QTN/26-27 (10)

**TITLE: "OUTSOURCING SCHOOL-BASED AND PEER-LED INTERVENTION TO REDUCE UPTAKE OF CIGARETTES IN ADOLESCENTS (SPIRUCA) PROGRAMME FOR HEALTH PROMOTION CENTRE"
– CLUSTERING.**

NO.	ITEM/SPECIFICATION	QUANTITY	VENDOR OFFER	
			UNIT PRICE	TOTAL PRICE
School-based and Peer-led Intervention to Reduce Uptake of Cigarettes In Adolescents (SPIRUCA) Programme				
1.	<u>Administrative:</u> - Communicate and arrange with one (1) school for the implementation of the programme. - Preparation of all materials from the pilot programme for the activities.	1 SCHOOL		
2.	<u>Peer Ambassador nomination stage:</u> - Conduct peer nomination survey and scoring (in school) to select 30 peer ambassadors from Year 9 students in the selected school. - Invite the peer ambassador students and obtain contract (consent) signature from the parents.			
3.	<u>Conduct a one-day Peer Ambassador workshop:</u> - The school provide 3 different groups of students (max. 10 students per group). - The workshop duration with minimum of at least 8 hours. - Evaluation pre and post-test to the peer ambassador students - Peer ambassador students' evaluation on the workshop.			
4.	<u>Supervise the Peer-Led Delivery (presentations and/or activities) to Non-Peer Students:</u> - Supervise Peer Ambassadors delivering 60-minute sessions to Year 7, 8, and/or 9. - Ensure total attendance of at least 240 non-peer students.			
5.	<u>Conduct post SPIRUCA programme evaluation ten weeks after the workshop:</u> - All peer ambassador students' evaluation of the SPIRUCA programme. - At least 60 non-peer ambassador students' evaluation of the SPIRUCA programme. - Collect structured feedback from teachers.			
6.	<u>Award session ten weeks after the workshop:</u> - Certificates for Peer Ambassadors. - Prizes for those who presented.			

7.	Final Programme Report: Comprehensive report covering process, outcomes, challenges and recommendations.			
OTHER REQUIREMENTS				
8.	Facilitators for SPIRUC A Programme: (i) Qualified in the field of tobacco dependence (or equivalent) and knowledgeable about adolescent issues. (ii) At least 3 facilitators.	Inclusive in price offered		
9.	Attend meetings arranged by Programme Manager.	Inclusive in price offered		
10.	To assist the Programme Manager with matters related to the Anti-Tobacco Health Promotion Centre, if required.	Inclusive in price offered		
11.	Payment: Payment shall be made in seven (7) phases upon completion and acceptance of each milestone by the Programme Manager.	Inclusive in price offered		

Please State:

- Unit Price
- Total Price
- Price Validity (_____ months)
- Delivery Period (_____ week(s))
- Sample/ Brochure (if any)
- Copy of certificate and previous experience (if any)

Company Name		Company Chop
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If any query please contact **Dr Norhayati Haji Ahmad, Senior Medical Officer, Health Promotion Centre** at **2385800** or **2384442** or e-mail finance.hpc@moh.gov.bn.

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TITLE: "OUTSOURCING SCHOOL-BASED AND PEER-LED INTERVENTION TO REDUCE UPTAKE OF CIGARETTES IN ADOLESCENTS (SPIRUCA) PROGRAMME FOR HEALTH PROMOTION CENTRE" - CLUSTERING

NO.	SPECIFICATION	QUANTITY	STATE COMPLY/ NOT COMPLY	IF 'NO' PLEASE STATE ALTERNATIVE OFFER
School-based and Peer-led Intervention to Reduce Uptake of Cigarettes in Adolescents (SPIRUCA) Programme				
1.	<u>Administrative Setup:</u> - Communicate and arrange with one (1) school for the implementation of the programme. - Preparation of all materials from the pilot programme for the activities.	1 SCHOOL		
2.	<u>Peer Ambassador nomination stage:</u> - Conduct peer nomination survey and scoring (in school) to select 30 peer ambassadors from Year 9 students in the selected school. - Invite the peer ambassador students and obtain contract (consent) signature from the parents.			
3.	<u>Conduct a one-day Peer Ambassador workshop:</u> - The school provide 3 different groups of students (max. 10 students per group). - The workshop duration with minimum of at least 8 hours. - Evaluation pre and post-test to the peer ambassador students - Peer ambassador students' evaluation on the workshop.			
4.	<u>Supervise the Peer-Led Delivery (presentations and/or activities) to Non-Peer Students:</u> - Supervise Peer Ambassadors delivering 60-minute sessions to Year 7, 8, and/or 9. - Ensure total attendance of at least 240 non-peer students.			
5.	<u>Conduct post SPIRUCA programme evaluation ten weeks after the workshop:</u> - All peer ambassador students' evaluation of the SPIRUCA programme. - At least 60 non-peer ambassador students' evaluation of the SPIRUCA programme. - Collect structured feedback from teachers.			
6.	<u>Award session ten weeks after the workshop:</u> - Certificates for Peer Ambassadors. - Prizes for those who presented.			
7.	<u>Final Programme Report:</u> Comprehensive report covering process, outcomes, challenges and recommendations.			

OTHER REQUIREMENTS				
8.	Facilitators for SPIRUC:			
	(i) Qualified in the field of tobacco dependence (or equivalent) and knowledgeable about adolescent issues. (ii) At least 3 facilitators.	-		
9.	Attend meetings arranged by Programme Manager.	-		
10.	To assist the Programme Manager with matters related to the Anti-Tobacco Health Promotion Centre, if required.	-		
11.	Payment: Payment shall be made to the successful tenderer in phases, upon acceptance by the Programme Manager of each milestone deliverable, as follows: Milestone 1: Administrative Setup — 7% Milestone 2: Peer Ambassador Nomination Stage— 17% Milestone 3: Conduct a one-day Peer Ambassador workshop — 23% Milestone 4: Supervise the Peer-Led Delivery (presentations and/or activities) to Non-Peer Students— 10% Milestone 5: Conduct post SPIRUC program evaluation ten weeks after the workshop — 10% Milestone 6: Award session ten weeks after the workshop — 20% Milestone 7: Final Programme Report — 13%	-		

	Procurement Requirement
Total Price:	
Price Validity:	
Delivery Period:	
Sample / Brochure:	
Copy of certificate and previous experience (if any):	

The company understood that Ministry of Health reserves the right to appoint different vendor(s) for each of the item stated above, if required.

Company Name				Company Chop
Contact Person		Contact Number		

If any query please contact **Norhayati Haji Ahmad, Senior Medical Officer, Health Promotion Centre at 2385800 or 2384442** or e-mail finance.hpc@moh.gov.bn.