

Corus International REQUEST FOR QUOTES (RFQ)

1. INTRODUCTION

RFQ #:	FY21-087-USA-079 Mobile Data Collection
Purpose:	Deployment of Data Collection Platform
Issue Date:	February 25, 2021
Questions Due Date:	March 4, 2021, 12:00 PM EST
Closing Date:	March 15, 2021 12:00 PM EST
Anticipated Award Date:	March 31, 2021
Anticipated Award Type:	Fixed Price & Fixed Quantity Contract

In collaboration with Corus International, MOMENTUM Integrated Health Resilience (MIHR) is part of the USAID MOMENTUM suite of programs that aim to accelerate reductions in maternal, newborn and child mortality and morbidity in high-burden countries by increasing commitment and capacity to provide high-quality, integrated health care. MIHR seeks to improve access to and availability of high-quality maternal, newborn and child health services, voluntary family planning and reproductive health in fragile and conflict-affected settings. This project will enhance coordination between development and humanitarian actors and strengthen the resilience of individuals, families, and communities to live a healthy and productive life.

MIHR seeks a data collection platform to serve as a project-wide resource for offline-enabled data capture in low-resource/fragile settings. Currently in start-up, MIHR will establish an enterprise-wide license with a data collection provider for the first year, with ability to renew to extend to all five years of the project. The enterprise system will allow MIHR to deploy the data collection platform to any country buy-in, where each country securely manages its own data collection forms, processes and data. At the same time, the core team is able to access all country forms and data to improve sharing across countries and to undertake cross country analysis for project learning and research. This platform will be available for use for all data collection activities led by the core or country teams, ranging from household level surveys for evaluation to routine monitoring or supervision to collecting data on trainings. This platform must be robust, flexible, easily configurable, and secure.

MIHR usage of the data collection platform is highly dependent upon country buy-ins and the scope and size of operations of those buy-ins. Presently, there are 5 countries with an estimated 20 data collectors per country, though both number of countries and number of users will fluctuate. Due to the nature of the project, it is not possible to estimate out the number of data collectors or users across the project. Instead, vendor must clearly define their pricing through other usage metrics.

2. Request for Quotation:

Corus/Momentum invites qualified suppliers to submit offers in accordance with the requirements and specifications listed in this document. Quotes must be received by Corus no later than the Date and Time indicated in the above table.

3. Scope of Work

Table below indicates the scope of work of this RFQ.

Scope of Work	
Item	Platform Technical Specifications
1	<p>Data Collection:</p> <ol style="list-style-type: none"> 1. Data capture <ul style="list-style-type: none"> ○ Longitudinal data collection and case management at point of data collection. Wide range of question-and-answer formats and languages, including non-Latin-based alphabets. <ol style="list-style-type: none"> i. Questions types should include text, pictorial, Interactive Voice Response, etc. ii. Answers to questions includes both quantitative and qualitative data. iii. Must include GPS, multimedia, dates, etc. ○ Offline data capture required. ○ Repeat measurement and case management. ○ SMS-based data collection capabilities, as well as 2-way SMS functionality for information sharing ○ User-friendly and intuitive data entry interface, including the ability to create visual interface for low literacy users. 2. Robust and easy to use form / app development featuring: <ul style="list-style-type: none"> ○ Data collection form logic to ensure high quality data with customizable skip logic, validation conditions, etc. ○ Drag and drop functionality for form building. Form development, even for complex longitudinal and case management data collection, should not require coding. ○ Ability to create data collection modules and formats that can be adapted (add, minus or rearrange questions) and reused in different contexts and countries. ○ Ability to bring together multiple, separate data collection modules to create a new data collection format. ○ Easy-to-use computer-based form development and testing for building new or updating old form. ○ Centralized “library” for data collection formats and metadata. The formats should have user role permissions and the ability to share

	<p>formats across different users and countries. Easy-to-manage and update metadata for surveys, like geographic drop-down lists.</p> <ul style="list-style-type: none"> ○ Ability to import previously developed questionnaires / forms from other software. <p>3. Operational Environment</p> <ul style="list-style-type: none"> ○ Must be able to import previously collected data and assign to cases. ○ Deployment of new and updated data collection formats must be simple and easy to manage for low-resource environment (offline) and workforce with lower IT skills. Strong version control management. ○ Data transmission functionality must work in low bandwidth environments. <p>4. Support for customizable development of mobile data collection applications when off-the-shelf solution cannot meet requirements.</p> <p>Security:</p> <ul style="list-style-type: none"> ● Secure, offline data storage in mobile device prior to synchronization ● Encrypted transmission from mobile device to data base ● Secure and encrypted data storage that clearly meets health data standards (HIPAA, GDPR, etc.), including automated and clearly detailed back-ups. ● Customizable levels of access for all users from data collectors to data users to analysts to systems administrator (hierarchical permissions) ● Must meet security standards to collect and store PII and PHI ● Clear, complete audit trail / revision history that tracks changes made along with users making changes. <p>Analysis and Visualization:</p> <ul style="list-style-type: none"> ● Mobile Based at point of data collection <ul style="list-style-type: none"> ○ Ability to compare data points, either over time or across cases ○ Ability to view data on mobile devices in visually engaging manner preferred. ○ Ability to prompt with targeted guidance based on prior or current data entered required. ○ Integration with existing biometric systems is a plus. ● Web-based <ul style="list-style-type: none"> ○ Analyze and visually present captured data offline and at point of data capture, both for one off surveys and longitudinal data. ○ Ability to track usage of data collection forms, monitor completeness and other process indicators for data capture.
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4. Deliverables:

- A. Detailed implementation plan for set up of enterprise custom system for HQ and country buy-ins.
- B. Set up of enterprise system for MIHR. This includes development of HQ and country spaces.
- C. Comprehensive Training on System for different users. This includes use of the platform (from development to deployment and monitoring to cleaning and analysis) and management of the data collection platform,
- D. High Quality Ongoing Technical Support and Maintenance plan, including routine review and feedback mechanisms.

Evaluation Criteria:

Bids which achieve the highest score out of 100 points will be considered for an award:	Weighting % (Total 100)
<p>Technical Suitability:</p> <ul style="list-style-type: none"> • System demonstrates that it meets requirement for data capture, specific focus on requirements and quality of case management and repeat measurement features. • Systems meets form /app development and visualization requirements outlined in this document. • Demonstrated interoperability with other platforms, such as Power BI, DHIS2, etc. • Clearly documented security for data collection system • Detailed implementation plan that includes building MIHR system (both country and HQ), training MIHR staff and plan for ongoing technical support 	50 %
<p>Organizational Capacity:</p> <ul style="list-style-type: none"> • Organizational, financial and technical capabilities and resources for project. This includes the deployment and maintenance of solution and building capacity of MIHR staff, and responsive help desk when needed. • Demonstrated size, scale and similarity of previous successful mobile data collection systems 	30 %
<p>Proposed Costs:</p> <ul style="list-style-type: none"> • Reasonable proposed budget based on scope of activities. • Completeness of cost proposal (Summary budget, detailed budget, and budget notes) • Clarity of current and future costs for adequate budgeting 	20%

To be considered, quotes must be valid for at least 60 days and must include all the following:

- Complete vendor’s contact information – including vendors physical address and full legal name.

- The price offered for the needed goods and/or services, including associated costs such as shipping or installation.
- Current contact information for at least 3 past customer references.
- Current business documents (legal registration, recent audit report, etc. as applicable) are required for fresh vendors and those who did not do any business with Corus International/Momentum during past one year.
- Current wire transfer payment instructions (Bank name and address, Routing/ABA/Swift Code, Account number, etc. as applicable)
- Attach your legal business documents such registrations, audit report for the recent year, etc. as applicable. Corus reserves the rights to request any additional legal documents if needed and not provided.
- Accompany bid with a Technical Vehicle Specification Sheet.
- All information relevant to demonstrating the vendor’s ability to meet Corus ’s Evaluation Criteria (above).

Quotes will be evaluated based on the Above Evaluation Criteria and:

Ability to meet the Description/Scope of Work/Specifications above	
Price and Value	
Acceptable Past Performance	
Other Factors (if any):	<p>-</p> <p>- Please submit your quotes to procurement@imaworldhealth.org before or by the submission deadline.</p>

- *Quotes submitted after the deadline has passed or that do not include all of the information requested may be rejected.*
- *By responding with a quote, you are accepting the requirements as outlined above, including any delivery requirements and payment terms*
- *This RFQ is non-binding and in no way obligates Momentum/ Corus to award any contract. Momentum/ Corus reserves the right to purchase any or all of the items requested, to adjust quantities if necessary, or to make no purchase. Firm commitment to purchase is not established until a written order is issued by Momentum/Corus. Momentum/Corus will not pay for a vendor’s quote preparation costs.*
- *Momentum/Corus procurement staff are instructed not to request or accept any commission relating to this order, and Corus has procedures in place to detect such payments. Please do not offer or pay any such commission, as this could result in your quotation being rejected. Please report any Momentum/Corus representative asking for such a payment to the following email address: procurement@imaworldhealth.org*

ATTACHMENT A. VENDOR CERTIFICATION**CHECK HERE IF NON-US BUSINESS PROCEED TO ATTACHMENT B****CHECK HERE IF PROCUREMENT IS ABOVE \$30,000 (USG Contracts) and \$25,000 (USG Cooperative Agreements and Grants) AND COMPLETE QUESTIONS 10 AND 11.**

The NAICS code for this procurement is 423110, and the size standard is 100 employees. For the purposes of this procurement, a small business is one that has 100 employees or less.

VENDOR NAME:

1. Vendor is or is not a U.S. based small business? (If “no” – go to question 9, and answer question 9. If “yes” – continue with question 2.)
2. At least 51% of your company is owned by (or is more than 51% of the stock owned by) one or more veterans, AND are the management and daily operations controlled by one or more veterans? YES NO
3. At least 51% of your company is owned by (or is more than 51% of the stock owned by) one or more minority, AND are the management and daily operations controlled by one or more minority? YES NO
4. At least 51% of your company is owned by (or is more than 51% of the stock owned by) one or more service-disabled veterans, AND are the management and daily operations controlled by one or more service-disabled veterans? YES NO
5. At least 51% of your company is owned by (or is more than 51% of the stock owned by) one or more minority, AND are the management and daily operations controlled by one or more minority? YES NO
6. At least 51% of your company is owned by (or is more than 51% of the stock owned by) one or more women, AND are the management and daily operations controlled by one or more women? YES NO
7. Is your company a SBA certified small, disadvantaged business? YES NO
8. Is your company a SBA certified HUBZone small business concern? YES NO

9. Are you, is your company, or any one of its principal officers presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal Agency? YES NO

10. What is your company's DUNS#: _____?

11. When does your SAM (System for Award Management) registration expire: _____?

ATTACHMENT B. QUOTE COVER SHEET

Vendor Name: _____

Physical address: _____

City, State, Zip: _____

Primary Contact: _____

Tel: _____

Fax: _____

Email: _____

Name of Authorized Official to Sign Contract: _____

Title of Authorized Official: _____

Certification: I certify that information provided is true and correct. The offer is valid for a minimum of 60 days.

Signature: _____

Date: _____

ATTACHMENT C. PAST PERFORMANCE

Complete the table below. Please include contact information for past customers that can provide professional references for your organization.

VENDOR NAME: _____

#	Reference Contact Name	Organization Name	Telephone	Email	Date Services Performed	Type of Services Performed