

Bid Solicitation

Being

Innovating for young people's WELLBEING

Bid Solicitation Being Learning and Support Provider

Submission Deadline:
June 27, 2023 – 5pm EST

RFP Reference Number: RFP-MH-2023-05-31

Introduction

GRAND CHALLENGES CANADA'S OBJECTIVE

GRAND CHALLENGES CANADA/ GRANDS DÉFIS CANADA (“**Grand Challenges Canada**”) is seeking a “Learning and Support Provider” (or “Provider”) to support the Being mental health initiative (Being) for 2023-2025.

The team of experts (i.e., the Being Learning and Support Provider) will be responsible for offering technical support to individual funded mental health and wellbeing projects, facilitating the sharing of lessons and best practices within the Being community, and supporting the Being partners to track and disseminate the impact of funded projects within in the community and with relevant local and global stakeholders.

The Provider’s support will include 1) one-on-one venture advisory services to funded projects (including but not limited to: leadership building, meaningful youth engagement, , government engagement , business mentoring and advice, monitoring and evaluation support); 2) creating, managing and supporting communities of practice, including facilitating face-to-face convenings, and 3) supporting and facilitating learning with the initiative, its partners, and the broader global mental health ecosystem.

The objective of this “**Bid Solicitation**” is to select a vendor to enter into a contract with Grand Challenges Canada to provide the services described in the “Statement of Work”, attached hereto as Appendix A. All applicants or bidders (“**Bidders**”) are invited to submit a proposal or bid (“**Bid**”) for consideration by Grand Challenges Canada in accordance with the terms of this Bid Solicitation

NOTE: Candidates incorporated in low-and middle-income countries are strongly encouraged to apply. Bids that can address all the deliverables and activities below are strongly preferred.

Part 1: General Information

1.1 Objective

- a. The objective of this Bid Solicitation is to select a vendor to enter into a contract with Grand Challenges Canada to provide the services described in the Statement of Work in a manner that will provide the best value for Grand Challenges Canada’s funds, attached herein as Appendix A.

1.2 Period of Contract

- a. The resulting contract is for 24 months and will be in effect from approximately September 2023 to August 2025 with the possibility of renewal or extension for successive two (2)-year term(s) up to a maximum of four (4) years, depending on the needs of the organization.

1.3 About Grand Challenges Canada

Grand Challenges Canada is dedicated to supporting Bold Ideas with Big Impact[®] in global health. Funded by the Government of Canada and other partners, Grand Challenges Canada is driven by the mission to catalyze innovation that saves and improves the lives of the most vulnerable in Canada and low- and middle-income countries (LMICs). One of the largest impact-first investors in Canada, Grand Challenges Canada has supported a pipeline of over 1,000 innovations in 95 countries since its creation.

1.4 About Grand Challenges Canada's Mental health work

Grand Challenges Canada has an ongoing global mental health portfolio that includes 20 proof of concept innovations¹ aimed at meeting the mental health needs of the most underserved 10- to 24-year-olds, using culturally sensitive and community driven approaches to enhance mental health literacy and provide youth-friendly mental health services. More than half of the innovations are youth-led and aim to tackle mental health challenges using digital technology, storytelling, and community-based care. Many of the innovations are female-led, and several focus on addressing the needs of those disproportionately affected by mental health challenges, including LGBTQIA+ youth, Indigenous youth, youth living with HIV and youth living in conflict and post-conflict settings.

Our portfolio also includes 5 – 10 Transition to Scale innovations focused on bold solutions that provide evidence-based, person-centred mental health services in community-based settings across the life span.

In response to the ongoing mental health challenges faced by young people, particularly those in LMICs, Grand Challenges Canada launched the new phase of our mental health program focused on prevention and promotion, in October 2022 called Being. Being is hosted by Grand Challenges Canada, in partnership with UK's Department of Health and Social Care, using UK aid through the National Institute for Health and Care Research (NIHR), Fondation Botnar, Global Affairs Canada and United for Global Mental Health. Being is working with young people to improve their mental wellbeing through research and innovative youth-focused approaches to create positive, lasting change in local communities and beyond. Following an eco-system building approach, Being combines research with policy work, stakeholder engagement and support for the development and scaling of innovative programmatic approaches to create positive, lasting change in local communities and beyond.

Activities

Through Being, Grand Challenges Canada will take a targeted approach, funding research and innovation in 13 priority countries – Romania, Tanzania, Colombia, Ecuador, Ghana, Senegal, India, Morocco, Egypt, Indonesia, Pakistan, Sierra Leone, and Vietnam. The evidence and learnings from the approaches funded through the initiative will seek to influence lasting change in programming, research and policies related to young people's mental health and wellbeing.

¹ Current actively funded projects are being implemented in Zimbabwe, Uganda, South Africa, India, Vietnam, Kenya, Nigeria, West Bank and Gaza, Zambia, Tunisia, Cameroon, South Sudan, Thailand, and Rwanda.

Being will be structured through multiple funding mechanisms that promote a systematic and integrated approach to youth mental health. We have contracted with local organisations in each of the priority countries to conduct landscape analyses to synthesize the available evidence on youth mental health and wellbeing, and to conduct stakeholder consultations and consensus building to identify priority research, innovation, and ecosystem needs, barriers, and opportunities. The results of these scoping analyses will form the basis for Being's strategy and approach in each country.

Over the course of the contract period, September 2023 – August 2025, we expect to fund 20 – 25 proof of concept projects, 8 – 10 Transition to Scale projects, and 8 – 14 ecosystem grants. Ecosystem grants will primarily focus on supporting national level activities to address barriers to the integration and uptake of mental health services. Funding will begin in mid-2024.

Part 2: Standard Instructions, Clauses and Conditions

2.1 Submission of Proposal

- a. Grand Challenges Canada requests each Bidder to submit a Bid to the email address outlined in Paragraph 2.2, as early as possible between **May 31, 2023**, and **no later than June 27, 2023 at 5pm EST** (the “Closing Date”). **For greater certainty, Bids will only be accepted from May 31, 2023, at 9am until June 27, 2023, at 5pm EST (bid solicitation period).**
- b. The Bid must include the Bidder's firm or vendor's name, a contact name, address, telephone and fax numbers, and email address.
- c. Grand Challenges Canada requests that each Bid contain a covering letter signed by the Bidder or by an authorized representative of the Bidder. The covering letter should reference the RFP Reference Number. The Bidder's signature indicates acceptance of the terms and conditions set out and/or referenced herein. The signatory must have authority to commit the organization by making such a proposal. A contract will not be awarded until a signed covering letter from the Bidder is received by Grand Challenges Canada. If the Bidder fails to provide a signed covering letter when requested to do so by Grand Challenges Canada, then the Bidder shall be disqualified from the bidding process and be declared non-compliant.
- d. It is the Bidder's responsibility to:
 - i. Obtain clarification of the requirements contained in the Bid Solicitation, if necessary, prior to submitting a Bid
 - ii. Prepare its Bid in accordance with the instructions contained in the Bid Solicitation
 - iii. Submit its Bid by closing time
 - iv. Send its Bid only to the “Contracting Authority” named in Paragraph 2.2 below
 - v. Provide a contact name, address, telephone number and email address in its Bid, as indicated in 2.1b above

- vi. Provide a comprehensible and sufficiently detailed Bid, including all requested pricing details that will permit a complete evaluation, in accordance with the criteria set out in this Bid Solicitation.
- e. Bids will remain **open for acceptance** for a period of not less than twenty-one (21) calendar days from the Closing Date of the Bid Solicitation. Upon notification to the responsive Bidders, Grand Challenges Canada reserves the right in its sole discretion to extend the bid solicitation period at any time for up to twenty-one (21) calendar days.
- f. Bids and/or amendments thereto will only be accepted by Grand Challenges Canada if they are received at the email address indicated below in Paragraph 2.2, on or before the Closing Date specified herein.
- g. Bids received will become the property of Grand Challenges Canada and will not be returned.
- h. All information within this Bid Solicitation is to be held in confidence.
- i. Except as specifically provided otherwise in the Bid Solicitation, Grand Challenges Canada will evaluate a Bidder's Bid only on the documentation provided as part of its Bid. Grand Challenges Canada will not evaluate information not submitted with the Bid, such as references to website addresses where additional information can be found, or technical manuals or brochures not submitted with the Bid.

2.2 Contracting Authority

Grand Challenges Canada
661 University Avenue, Suite 1720
MaRS Centre, West Tower
Toronto, Ontario, M5G 1M1

Attention: Being at Grand Challenges Canada
Email: info@being-initiative.org

3.1 Late Bids

- a. The Bidder has sole responsibility for the timely receipt of a Bid by Grand Challenges Canada and cannot transfer this responsibility to Grand Challenges Canada.
- b. Grand Challenges Canada will return Bids delivered after the stipulated bid solicitation Closing Date and time referred to in Paragraph 2, Sub-paragraph 1a, unless they qualify as a "delayed bid" (see below).
- c. A Bid received after the Closing Date but before the contract award date may be considered, provided the delay can be proven by the Bidder to have been due solely to a delay in delivery that can be attributed to incorrect handling by Grand Challenges Canada (a "delayed bid").
- d. Misrouting, traffic volume, weather disturbances, labour disputes or any other causes for the late delivery of Bids are not acceptable reasons for the Bid to be accepted by Grand Challenges Canada.

4.1 Legal Capacity

- a. The Bidder must have the legal capacity to contract. If the Bidder is a sole proprietorship, a partnership or a corporate body, the Bidder must provide, if requested by the Contracting Authority, a statement and any requested supporting documentation indicating the laws under which it is registered or incorporated, together with the registered or corporate name and place of business. This also applies to Bidders submitting a Bid as a joint venture.

5.1 Rights of Grand Challenges Canada

- a. Grand Challenges Canada reserves the right, in its sole discretion, to:
 - i. Reject any or all Bids received in response to the Bid Solicitation
 - ii. Enter into negotiations with bidders on any or all aspects of their bids
 - iii. Accept any Bid in whole or in part without negotiations
 - iv. During the evaluation, members of the evaluation team may, at their discretion, submit questions to or conduct interviews with Bidders, at Bidders' cost, upon forty-eight (48) hours' notice, to seek clarification and/or verify any or all information provided by the Bidder with respect to this Bid Solicitation
 - v. To award one or more contracts, if applicable
 - vi. Not to accept any deviations from the stated terms and conditions
 - vii. Conduct a survey of Bidders' facilities and/or examine their technical, managerial and financial capabilities to determine if they are adequate to meet the requirements of the Bid Solicitation
 - viii. Contact any or all references supplied by Bidders to verify and validate any information submitted in their Bid, if applicable
 - ix. Correct any mathematical errors in the extended pricing of financial bids by using unit pricing and the quantities stated in the Bid Solicitation
 - x. Verify any information provided by Bidders through independent research, use of any government resources or by contacting third parties deemed reliable by Grand Challenges Canada
 - xi. Incorporate all or any portion of the Statement of Work, Bid Solicitation and the successful Bid in any resulting contract
 - xii. Cancel the Bid Solicitation at any time without liability
 - xiii. Reissue the Bid Solicitation without liability
 - xiv. Extend the Bid Solicitation deadline without liability
 - xv. If no compliant Bids are received and the requirement is not substantially modified, re-tender the requirement by inviting only the Bidders who bid to re-submit Bids within a period designated by Grand Challenges Canada
 - xvi. Not to award a contract in part or at all.
- b. Bidders will have the number of days specified in the request by the Contracting Authority to comply with any request related to any of the above items. Failure to comply with the request may result in the bid being declared non-responsive.

6.1 Communications – Solicitation Period

- a. To ensure the integrity of the competitive bid process, all enquiries and other communications regarding the Bid Solicitation must be directed, by email, only to the

Contracting Authority identified in this Bid Solicitation. Failure to comply can, for that reason alone, result in the disqualification of the Bid.

- b. To ensure consistency and quality of information provided to Bidders, significant enquiries received and the replies to such enquiries will be provided to all Bidders, without revealing the sources of the enquiries.

7.1 Costs

- a. No payment will be made for costs incurred in the preparation and submission of a Bid in response to the Bid Solicitation. Costs associated with preparing and submitting a Bid, as well as any other costs incurred by the Bidder associated with the evaluation of the Bid, are the sole responsibility of the Bidder.
- b. No costs incurred relating to the work before the receipt of a signed contract or specified written authorization from the Contracting Authority can be charged to any resulting contract. In addition, the Contractor is not to perform work in excess of or outside the scope of any resulting contract based on verbal or written requests or instructions from any Grand Challenges Canada personnel other than the Contracting Authority. The Contracting Authority is the only authority that can commit Grand Challenges Canada to the expenditure of the funds for this requirement.

7.2 Governing Law

This Bid Solicitation is governed by the laws of the Province of Ontario and Canada as applicable therein. A Bidder and Grand Challenges Canada shall attempt to resolve any disputes, differences or claims arising under the Bid Solicitation in good faith. Any action or proceeding relating to this Bid Solicitation may (but need not) be brought in a court of competent jurisdiction in the Province of Ontario, and for that purpose now irrevocably and unconditionally attorns and submits to the jurisdiction of such Ontario court.

Part 3: Bid Preparation Instructions and Evaluation Procedures

1.0 Format of Bid

Section 1: Technical Bid

In its technical bid, the Bidder must demonstrate its understanding of the requirements described in the bid solicitation, as well as demonstrate how the Bidder will meet the requirements of Evaluation Criteria and Basis of Selection, as described in Appendix B. The technical bid must not exceed 10 pages including the cover sheet and any appendices.

Section 2: Financial Bid

The Bidder must submit its financial bid in accordance with the Basis of Fees, attached herein as Appendix C. The total amount of any taxes (e.g., the Harmonized Sales Tax (HST), Goods and Services Tax (GST), etc.) is to be shown separately, if applicable.

2.0 Evaluation Procedures

- a. Bids will be assessed against all mandatory and rated requirements identified herein and evaluated in accordance with the evaluation criteria specified in Appendix B.
- b. Any firm currently providing audit services to Grand Challenges Canada cannot be considered for this Bid Solicitation, due to the need for independence and perception of independence.

Appendix A: Statement of Work

A. Title

This Bid Solicitation seeks to engage a vendor for hire in the role of:

- Being Learning and Support Provider

B. Scope of Work

The Being Learning and Support Provider will be expected to:

1. Provide technical support to funded projects currently in Grand Challenges Canada's mental health portfolio and those to be funded through Being, including specific offerings to support youth-led organizations and organizations led by people with lived experience²– *will be conducted throughout the duration of the contract*

- Maximize the potential for success of innovations to achieve impact and scale. This could include but is not limited to providing one-on-one tailored support, leading workshops, facilitating expert coaching, and supporting peer to peer learning.
- Support innovators to:
 - Demonstrate the impact of innovations: Support innovators in the development and execution of rigorous monitoring, evaluation and learning frameworks, selection, and use of appropriate metrics.
 - Identify and apply tools or approaches that could refine their innovation or could influence stakeholders' interest (e.g., government, private sector, other public sector players, etc.) in later uptake of the innovation at scale.
 - Communicate the results of their innovation to relevant audiences.
 - Determine the return on investments to support the long-term uptake and scale of innovations.
 - Identify and establish smart partnerships and develop government / stakeholder engagement strategies (with a focus on research uptake and innovation integration into public sector systems or partner models).
 - Develop and implement financial models, investment, or fundraising strategies.
- Support youth-led organizations to implement innovations, including but not limited to:
 - Work with youth-led organizations to build organizational and individual capacity, support the development of any necessary policies and frameworks.
 - Provide technical expertise as needed to roll out programming and develop strong implementation plans.
 - Support youth-led organizations to develop partnerships and continue to secure funding in order to ensure sustainability.
- Extend light-touch support to partners implementing ecosystem catalyst projects³, with support from United for Global Mental Health through advocacy activities, by providing linkages and technical expertise as needed to achieve its goals.

² GCC currently funds a portfolio of 25 mental health innovations across the Seed and Transition to Scale portfolios and will fund more mental health innovation and research under the newly launched Being initiative.

³ These projects are strategic grant investments to fund “unlocking” activities that tackle barriers affecting multiple innovators, researchers, and practitioners within the global health innovation ecosystem. Through

Anticipated distribution of resources across activities: 50%

2. Facilitate the sharing and use of lessons and best practices arising from the Being community to improve the success of the initiative and to inform the wider mental health community of learning at the global and national level - *will be conducted throughout the duration of the contract*

- Facilitate a global learning community within Being where funded organizations (ecosystem focused projects, research projects, and innovation projects) learn from the strategies, approaches, challenges, and successes of other funded projects and from other innovative learning communities.
- Within the broader learning community, lead and manage country level communities of practice, facilitating ongoing sharing and interactions between diverse stakeholders building off of the current in country landscaping and consultations (innovators, youth networks, policymakers, researchers, etc.). *Note: we do not intend to create a new virtual platform to facilitate communities of practice, but instead will leverage the existing Global Mental Health Action Network online platform, Circle. Circle will provide a space devoted to Being grantees, partners and other key service providers. The Provider will work with United for Global Mental Health (host organization for the network) to ensure Circle members are linked to others in the Global Mental Health Action Network and to leverage membership to achieve strategic objectives.*
- Support a process to explore, capture, analyse and make sense of information from priority learning questions in the Being Learning Agenda, covering thematic areas such as the meaningful engagement of youth, ecosystem development and systemic change, and lessons from implementing innovations across a range of contexts. This will involve organizing and facilitating learning and data collection activities, reviewing, and analyzing data, and developing learning deliverables (reports and presentations) for internal and external audiences.
- Lead learning meetings on an annual basis with support from Grand Challenges Canada to inform the Being initiative and the wider global mental health ecosystem.
- Provide ad hoc monitoring and evaluation and strategic support as needed.

Anticipated distribution of resources across activities: 40%

3. Track and disseminate the individual and collective impact of Being funded projects within the community and to relevant external stakeholders – *will be conducted in the second year of the contract*

- Work in collaboration with the Grand Challenges Canada team to track and analyze the impact of the portfolio and its contribution to the wider mental health eco-system building.
- Support the communication and dissemination of information related to Being funded innovations across internal and external stakeholders.

Anticipated distribution of resources across activities: 10%

The Being Learning and Support Provider will also contribute to broader learning across the initiative by linking with other Being partners leading advocacy and primary research.

Appendix B: Evaluation Criteria and Basis of Selection

Evaluation Criteria and Process

Only those Bids that meet all mandatory requirements identified in this Bid Solicitation will be further evaluated, based on the criteria listed below.

The Bid should be concise and should address, at a minimum, all mandatory criteria identified below. It is suggested that the Bidder address these criteria in sufficient depth in the Bid.

The Bid must identify the qualifications and experience of the personnel who will carry out the tasks, by systematically addressing each of the experience criteria as detailed below.

The vendor's profile and resume for senior resource persons (maximum of 5) must be included in the Bid.

For each resume submitted, the Bidder should ensure that:

- i. The name of the individual is clearly indicated
- ii. The resume clearly demonstrates where, when and how the stated qualifications/experience of the individual were acquired.

For evaluation purposes:

- **Where** means the name of the institution, as well as the position/title held
- **When** means the start date and end date (e.g., from January 2000 to March 2002) of the period during which the individual acquired the qualifications/experience
- **How** means a clear description of activities performed and the responsibilities assigned to the individual in this position and during this period.

Listing experience without providing any supporting data will not be considered to be "demonstrated" for the purpose of this evaluation. Full details should be included that describe the number of projects completed and in progress, the period of the work performed in number of months and years in past and present employment, etc.

Mandatory Criteria for Technical and Financial Bid

In addition to those elements described above, the Bidder shall also provide:

1. **Basis of fees**, which will be evaluated separately, as described in Appendix C
2. **History of the firm and location**, affiliation with any relevant partners or networks, size, etc.
3. **Description of support team**, including bios, relevant experience and specific expertise that they will bring to this role – this section should demonstrate the ability of the firm to deliver on the specific items outlined in **Deliverables** in Appendix A
4. **Description of support process**, including specifics regarding the level of responsiveness that Grand Challenges Canada can expect on a regular basis – this section should include details about measures in place for when the primary contact/support staff are not available.

5. **Two (2) client references ONLY**, for whom you have provided the services described in the statement of work – any Bidder who provides less or more than (2) references will be automatically disqualified from the bidding process and be given no further consideration.
6. **Value-added services**, including whatever the Bidder may want to add to its proposal.

Scoring Rubric for Evaluation

1. Experience (40%)

- a. Does the Bidder have the:
 - i. Functional expertise needed to accomplish proposed activities (i.e., monitoring and evaluation, theory of change, public sector engagement, scaling interventions, fundraising, etc.)?
 - ii. Technical and sectoral expertise in mental health, deep understanding of the sector's unique challenges, opportunities, stakeholders, strategies, indicators, and impact assessment methodologies, particular focus on youth mental health and wellbeing.
 - iii. Geographic/location-based expertise and bilingual (French and English) language competency necessary to accomplish their proposed deliverables (i.e., in low- and middle-income countries, low resource settings, with underserved communities)? Spanish and Arabic speaking capabilities would be an asset.
 - iv. Experience working effectively within complex governance structures and evidence of participation in collaborative initiatives, partnerships, or consortium-based projects.
 - v. Experience working collaboratively with youth and people with lived experience, with appropriate safeguarding mechanisms in place.
- b. Is the Bidder an effective, results-driven leader/team with the proven capacity to deliver on their objectives?

2. Fees (30%)

- a. Are the scope of the proposed work and the funds requested reasonable and commensurate with the proposed goals?
- b. Does the proposal represent a particularly thoughtful and efficient use of resources?
- c. Is there an appropriate balance of resources between senior and other team members?

3. Ability to achieve program goals (30%)

- a. Does the proposal demonstrate a strong understanding and accurate interpretation of the statement of work?
- b. Does the proposal show strong feasibility to move forward the key deliverables on schedule?
- c. Does the proposal clearly articulate the key activities needed to achieve these deliverables?
- d. Will the completion of the proposed activities and deliverables help the program achieve its goals?
- e. Is the team structure appropriate with clear management and accountability structures?

Evaluation of Bids will also be guided by the Objective and Principles of Grand Challenges Canada's Contracting & Procurement Policy, found at www.grandchallenges.ca/funding-opportunities/resources/.

Based on the evaluation of the criteria described above, competitive Bids could be invited for an interview. The purpose of the interview would be to further assess the capacity of the Bidders to

best deliver the scope of work. Where one applicant may not meet all requirements of The Bid, consortia are also eligible and encouraged to apply to the current Bid Solicitation.

Appendix C: Fees

Bidders are required to provide their estimated fees in Canadian dollars, excluding applicable taxes, for each category of work listed in Appendix A. Bidders are requested to provide the daily rates for personnel involved in delivering the proposed deliverables.