



Mental Health & Self-Care Database Request for Proposal (RFP)

RFP: INPUD is looking for a consultant to develop an online resource database to support mental health, wellbeing and self-care among peer workers and activists in drug user-led organisations and networks of people who use drugs.

Posted on: 14 March 2022

RFP Title **INPUD Mental Health & Self-Care Database**

RFP Closing Date & Time **23.59 CET 28 March 2022**

Send Proposals to email consultancies@inpud.net

Background information

The International Network of People who Use Drugs (INPUD) is a global peer-based organisation that seeks to promote the health and defend the rights of people who use drugs. INPUD seek to expose and challenge stigma, discrimination, and the criminalisation of people who use drugs and its impact on the drug using community's health and rights. This work is done through processes of empowerment and advocacy at the international level, while also supporting empowerment and advocacy at the community, national, and regional levels.

INPUD is very aware of the ongoing and disproportionate impacts of the dual COVID-19 and HIV pandemics for our communities. Systemic inequities and structural discrimination have been exposed and compounded more than ever before. It is in the context of COVID-19 and the increasing pressures on our networks that INPUD, with funding from the *Robert Carr Fund*, is conducting this project to support and maintain the mental health and wellbeing of the peer-led workforce at the heart of the INPUD global community.

Consultancy Objectives

The aim of this consultancy is to develop an online database with information and resources on mental health, wellbeing and self-care for activists and networks at the regional, country and local levels. While there is scope for the successful consultant to bring their expertise to bear on the design and content of the database, the resource developed must take into account the unique needs of people who use drugs activists and networks globally.



The objectives are to:

1. In consultation with relevant staff at the INPUD Secretariat:
 - Develop a brief for the overall concept and design for the Mental Health & Self-Care Database.
 - Identify a suitable database program or platform; and
 - Develop a detailed content outline for the database.
2. Once the design brief, platform and content outline is approved by INPUD, develop, design and deliver the Mental Health & Self-Care Database to the agreed design brief, timeframes and budget.
3. Work with the INPUD Communications Officer and other INPUD staff as relevant to ensure an effective handover of the Mental Health & Self-Care Database – including any briefing or training required to allow INPUD to make best use of and update the database as needed.

Language Requirements

The database will be developed in English but the capacity for translation and/or providing information and resources in languages other than English will need to be considered as part of the design brief.

Project Management

The consultancy will be supported by the RCF EOF Project Lead (Annie Madden) at the INPUD Secretariat who will act as a point of reference for all aspects of the consultancy and provide overall project support and monitoring.

Timeline

The consultancy must be completed **no later than 31 July 2022**.

Budget

A budget of **\$5000 (USD)** is available for this project.



Evaluation Criteria

To the following criteria will be used to assess submitted applications:

- Proven track record of experience in conducting similar consultancies or projects in last three years including developing online resource databases from the initial concept and design through to the delivery stage.
- A good existing knowledge or capacity to acquire an understanding of peer-based approaches, harm reduction, drug policy, HIV & HCV responses and human rights issues for people who use drugs.
- Experience in working with drug-user led organisations/networks and/or other community-based organisations in the health or social policy context is highly desirable.

Conditions

- Only consultants who are fluent in English are eligible to apply.
- This announcement and its attachments shall not be construed as a contract or a commitment of any kind. This request for proposals in no way obligates INPUD to award a contract, nor does it commit INPUD to pay any cost incurred in the preparation and submission of the proposals.

How to Apply

Applicants should submit:

- (1) **Brief CV** (individual consultants) or **Profile & Key Personnel Statement** (for companies); and
- (2) **Pitch deck or cover letter** which should clearly address:
 - a. each of the evaluation criteria (above) including the applicant's competencies and work experience required for the task.
 - b. a proposed work plan with timelines.
 - c. the number of working days required for each step.
 - d. budget and total cost in US dollars - *budget should not exceed \$5000 (USD).*

Send proposals to: consultancies@inpud.net

In the subject line of your e-mail please indicate: **INPUD Mental Health & Self-Care Database** to ensure your application comes to our attention.



General Terms

Interested consultants should pay attention to the following conditions:

INPUD will sign a contract with the successful consultant. The contract will define a detailed work plan and payment terms. No further payments will be negotiated outside of the agreed contract.

INPUD reserves the right (but does not commit itself to obligations) to enter into negotiations with one or more applicants in order to obtain clarifications or additional information, as well as to agree on the timing of work.

Each applicant will be contacted individually.

Any questions regarding the consultancy should be directed to anniemadden@inpud.net up to the close of applications on **28 March 2022**.