

REQUEST FOR QUOTATION (RFQ)

Private/NGO Health Facilities and Pharmacy Empanelment

1. Introduction

Concern Worldwide is leading a consortium programme titled “Essential Healthcare for the Disadvantaged in Bangladesh” (EHD). This adaptive programme will test and support effective and sustainable models for increasing access to essential health services for 2.65 million disadvantaged people including estimated 140,345 disabled, living on the coast, for future scale-up. The programme is anchored by an inclusive health system strengthening approach to ensure essential health care to achieve sustainable improvement in health, family planning and nutrition outcomes, designed to ‘leave no one behind’. The project has been implementing in 9 Upazila and 8 municipalities in 6 districts of Khulna and Barishal division. A hallmark of this consortium is the role of the existing government and private sector health facilities and local government and community structures; and empowering and valuing community participation including disadvantaged for inclusive decision making and choice to drive ownership. The programme has been delivered by an experienced, multi-disciplinary Consortium led by Concern Worldwide, with IPAS, CBM, and icddr,b as core partners. Telenor is acting as a sub-contracting partner for technical support. At the field level, the programme has been implementing by PHD, RHSTEP, KMSS and DRRA. DRRA will work by involving 14 Disabled Peoples Organisations (DPOs). Partners in Health and Development (PHD) is responsible for the Barishal division.

The goal is to achieve sustainable improvements in health, family planning, and nutrition outcomes among disadvantaged populations including people with disabilities through reductions in morbidity and mortality and improvement in universal health coverage.

Quotations (proposal) should be submitted on or before August 13, 2020

It shall remain your responsibility to ensure that your quotation (sample attached as Annex 2 and Annex 3) will reach the delivery address on or before the deadline. Quotations that are received by PHD after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

2: Basic information for submission

Please take note of the following requirements and conditions pertaining to the supply of the above-mentioned goods/ service:

Delivery Address	Partners in Health and Development (PHD) House: SWD-12A, Road 8, Gulshan 1, Dhaka 1212, Bangladesh
Delivery Schedule	Required for report and consultation
Currency of Quotation	BDT
Value Added Tax on Price Quotation	VAT & TAX will be deducted according to Government rules and regulation.
Deadline for the Submission of Quotation	August 13, 2020

3: Eligibility

Any health facility with one of the following 6 categories of services: 1) Doctors Consultation 2) lab investigations 3) pharmacy 4) Normal Vaginal Delivery 5) Caesarian section 6) minor injury management (i.e. dressing, stitching, plastering etc.) can submit quotation

Areas of Eligibility	Including
Entity	Both NGOs and private health facilities are eligible
Must have	<ol style="list-style-type: none"> 1) Availability of services package covered under voucher scheme 2) Proximity of the health facilities to the slums, squatters and people with disability 3) Quality of health services and agree to report within 'client centered quality assurance framework 4) Have a System for managing and reporting complications and deaths and other clinical audits. 5) Have a robust internal monitoring and reporting system. 6) Willing to participate with agreed quality control measures to meet minimum standards of financial management 7) Willing to participate different training offer by the Programme
Services	<ol style="list-style-type: none"> 1) Doctors Consultation 2) lab investigations 3) Pharmacy 4) Normal Vaginal Delivery 5) Caesarian section 6) Minor injury management (i.e. dressing, stitching, plastering etc.)
Service availability	<ul style="list-style-type: none"> • Essential Service Package (ESP) (Doctor Consultation, Investigation& Imaging and Medication) • Maternal & Child Health (ANC, Normal vaginal delivery, Caesarean Section & PNC) including blood transfusion facility • Accidental injury (Doctor Consultation, stich, minor surgery & Medication) • Pathological lab: Well equipped- All necessary technical instruments for patient examination and laboratory tests and Imaging systems

Areas of Eligibility	Including
	<ul style="list-style-type: none"> Pharmacy: Pharmacy with adequate necessary drugs maintaining the standard national guideline. Facility to serve Person with Disability: Health care services for the person with disability, trained personnel
Accessibility	Location: Easy accessible for the patients of all corners of the Barguna municipality
Professional strength	Human Resources: Availability of the physician & other service providers (Paramedic, Nurses, Technicians etc.)
Infrastructure	<ol style="list-style-type: none"> Well-marked rooms Fresh & clean service provider's rooms Waiting corner Patient serial system present. Computer services are in functioning status Privacy arrangement for the patients is present. Maternal and neonatal wards are well managed All necessary equipment's are available in Emergency service room. Standard waste disposal system in place. Well equipped- All necessary technical instruments for patient examination and laboratory tests are available. Sufficient consultants are available in the facility. Computer services are in functioning status. O.T room preparedness for Caesarian Section or other operations <ul style="list-style-type: none"> All necessary equipment's are available including power generator OT room maintained the in-Emergency service room. Standard waste disposal system in place Well equipped- All necessary technical instruments for patient examination and laboratory tests are available. Computer services are in functioning status. Labor room is ready with following: <ul style="list-style-type: none"> Labor table with lithotomy poles, straps and steps to table. Baby tray. PPH kit. Trolley. Saline stand. Emergency tray/equipment ready for use Following are available: <ul style="list-style-type: none"> Inj. Oxytocin. Inj. Amoxicillin 500 mg. Inj. Diazepam 10 mg. Inj. Magnesium Sulphate. Inj. Ergometrine. Post labor room with clean bed sheet.

Areas of Eligibility	Including
Logistics	<u>Basic ESP service equipment's:</u> <ul style="list-style-type: none"> • Blood Pressure Machine. • Stethoscope. • Thermometer. • Adult Weighing Machine. • Baby Weighing Machine. • Measuring Tape. • ARI Timer. • Tongue Depressor. • Torch Light. • Refrigerator. • Vaccines. • Syringes. • Cotton. • Hexisol, hand rub, sanitisers etc. • Dry Towel. • Waste box. • Safety box to safely dispose of used syringes. • Trolley with stretcher. • IPC instrument • Surgical masks, coverall, gloves, face shield
Legal	<ol style="list-style-type: none"> 1. Trade license. 2. License for Hospital / Clinic / Diagnostic center (from appropriate authority) 3. Drug license. 4. License for pathology / laboratory. 5. TIN number and certificate. 6. VAT registration 7. Hospital/Clinic Profile 8. Legal Bank account information

4. Proposal submission and evaluation process

Proposal submission	Last date: 13 August 2020 (electronic or hardcopy)
Technical	The technical proposal must cover your strength and approach to justify the eligibility mentioned in section 3 above
Financial Proposal & others relevant documents	<ul style="list-style-type: none"> ▪ Financial proposal with a detailed and comprehensive breakdown of costs for Different types of medical service, including consultancy fees/costs, Test, & Surgery ; ▪ Sample copy of previous work of a similar nature undertaken; ▪ Hospital Profile (brief description/background of the Hospital/Clinic) ▪ Certificate of Registration of the business, including Articles of

	Incorporation, or equivalent document if Proposer is not a Corporation. Valid TIN and VAT registration certificate
Period of Validity of Quotes starting the Submission Date	<ul style="list-style-type: none"> 1st September 2020 to 31 December 2022 <p>In exceptional circumstances, PHD may request the vendor (Hospital/Clinic Authority) to extend the validity of the quotation beyond what has been initially indicated in this RFQ. The Quotation shall then conform to the extension, in writing, without any modification whatsoever.</p>
Partial Quotes	<ul style="list-style-type: none"> Permitted (Service, medicine and health test etc.).
Mode of Payment ²	<p>The mode of payment would be through bank transfer in the name of the respective Pharmacy/ Diagnostic Centre, Hospital, Clinic etc. name. PHD will deduct Income Tax at source as per Bangladesh Government rules. The payment schedule would be as following:</p> <ul style="list-style-type: none"> This payment would be transfer through BFTN to the respective Pharmacy/ Diagnostic Centre, Hospital, Clinic etc. on monthly basis by 10th calendar day of next month.

¹*Bidders need to inform in written form for participation in Negotiation meeting to contact person with enquiries.*

Shortlisting/Selection Criteria	The proposal will be scored on both technical (technical analysis and physical verification report) and financial (budget) aspects weighted at 80% and 20% respectively.
Annexes to this RFQ	<ul style="list-style-type: none"> Terms of Reference (ToR) Annex 1: General Terms and Conditions / Special Conditions Annex 2: List of services according to prescribe format Annex 3: offered service price format
Contact Person for Inquiries (Written inquiries only for technical related issues) ³	<p>Name: Muhammad Ehsanul Haque Designation: Team Leader Email: ehsan.shakil@gmail.com Contact Number: 01711-546910</p>
Contact Person for Inquiries (Written inquiries only for financial & others related issues) ³	<p>Name: Designation: Contact Number:</p>

³*This contact person and address is officially designated by PHD. If inquiries are sent to other person/s or address/es, even if they are PHD staff, PHD shall have no obligation to respond nor can PHD confirm that the query was received.*

Total expected number of Families in Barguna: **2,000**

Targeted extreme poor and person with disability of **Barguna Municipality**

5. Terms of Reference

Expected services from the empaneled health facilities will cover outpatient, inpatient and medication expenses.

Please see the Terms of Reference attached.

6. Process of empanelment of private/NGO Health facility

1. RfQ published with detailed ToR
2. Receiving Proposal/ Quotation
3. Assessment of proposal in technical and QoC areas by the Technical Team (TC)
4. Assessment of service charges (financial) by the TC
5. Assessing the selected service centres through physical visits by the TC and Procurement Committee (PC)
6. Assessment Reports will be shared
7. PC committee will prepare comparative statement of these service.
8. Internal audit will be verified our entire procurement process.
9. Discussion and consultation with the shortlisted facility's management
10. Negotiation (if need be)
11. Final and revised Proposal (if need be)
12. Service Agreement/ MoU shared, reviewed, finalized and signed
13. Deliver the items as mention in the deliverables part to PHD
14. Request for payment (as per payment schedule mentioned in the RFQ) to PHD

Disclaimer: PHD reserves the right to accept or reject any or all proposals without assigning any reason what so ever.