

TERMS OF REFERENCE
PROJECT FOR SUPPORT TO THE HEALTH SYSTEM STRENGTHENING IN
INHAMBANE PROVINCE

I- Background

1. The Mozambican Government has signed a loan agreement with the Islamic Development Bank (IsDB). Specifically, the project aims at increasing access to quality healthcare services through establishment of a new district hospital in Jangamo, upgrading of the national health training Institute and enhancement of Prevention of Mother to Child Transmission of HIV (PMTCT) services in Inhambane province.
2. The keys results include: (i) A modern District Hospital with a 75 bed capacity constructed, equipped, staffed and operational in Jangamo, (ii) About 100 health staff trained in standard HIV/AIDS management protocol and coordination of PMTCT program, Health Information Management System and Health Care Waste Management, (iii) Geographic access to secondary health facility in the district increased from 36% to 50%, and (iv) The rate of pregnant women receiving anti-retroviral treatment for the PMTCT in Inhambane increased from 46% to 65%.
3. The Project consists of: (i) civil and electro-mechanical works for establishment of Jangamo District Hospital, upgrading the National Health Training Institute and hospital health care waste management system, (ii) provision of medical & non-medical equipment, laboratory, training equipment, tools and modules and furniture; (iii) support to enhancing the PMTCT; and (iv) support to Project management including consultancy services for project management and supervision, project start-up workshop and familiarization visit to the IsDB Headquarters (HQ).
4. The Project Completion Report (PCR) is a basis for comparing the project's expected state at the time of appraisal and its actual state at the time of completion. Thus, it constitutes the first step of the post-evaluation exercise. This instrument provides primary data against which the IsDB may assess its progress over time and benchmark its performance against other financing institutions.

II- Objectives of the assignment

The objective of the assignment is to recruit a consultant to prepare a Project Completion Report (PCR) for the *Project for Support To The Health System Strengthening In Inhambane Province, Mozambique*.

III- Scope of the assignment

1. Preparation of PCRs Draft 1 (Inception Report) and Tele/video-conference Review. Based on projects documents (Project Appraisal, Financing Agreement, Contracts, Project Implementation Assessment Reports, Disbursements, etc..) provided by IsDB and initial contact with projects stakeholders in the country.

2. Field Mission: Following clearance of PCRs Draft 1 and IsDB's decision to proceed with the exercise, the Consultant will conduct field visits to safe areas, depending on the consultant's judgement on the prevailing circumstances in the area.
3. Preparation of PCRs Draft 2 & 3: The Report is a further elaboration and completion of the inception report and should point out and explain the eventual variations in terms of projects cost, implementation schedule, financing plan and stakeholders' performance. On top of updating the information that is in the inception report, it should include, among other things:
 - (i) Evaluation of the performance of the executing agency.
4. The Consultant should share the draft with the Executing Agency for review and comments and capture the EA's view of the challenges met during implementation and recommendations for future intervention. Completing the step, the Bank and the Consultant will remotely review this report through available means.
5. The Consultant should take quality photos during the field visit and provide visual evidence of the work.
6. Preparation of PCR case study to include best practices and lessons learnt. Prepare one case study for each project comprising a share knowledge product, including photos and PCRs brief for each project highlighting the Bank's impact.
7. Preparation of PCRs Final Draft: The final drafts will be presented to the Bank first by the Human Development Division (HDD) Team for its review and comments prior to approval and onward presentation to the ESID Monthly Departmental Meeting.

IV- Location

8. The Project is in Inhambane Province which is about 450 km from the Mozambican capital Maputo. The NHTI is in the capital city of Inhambane. The District Hospital is in Jangamo district located 35 km of Inhambane city. The catchment area for the new district hospital in Jangamo will be serving a total population of about 100,000 inhabitants.

V- Duration – Deliverable - Reporting:

The Assignments will be completed in 6 weeks maximum, by the presentation of detailed reports, to be provided to the IsDB with required annexes as follows:

- One field visit to the project sites (10 days for the PCR).
- The PCRs Draft 1 shall be submitted to IsDB within 7 days (for each PCR) starting from the date of receiving Project Documentation from IsDB.
- The PCRs Draft 2 & 3 shall be submitted to the Executing Agency within 7 days after the Mission for comments.
- The Drafts with Executing Agency's comment shall be submitted to IsDB within 7 days (after receiving the comments).
- One case study prepared to share knowledge product, including photos and PCR brief highlighting the Bank's impact.

- The Final draft to be submitted for IsDB approval.

5. Expression of Interest

- Interested Consultants are invited to submit Their EOI no later than Dated 10th Sep 2024 3:00 p.m., Jeddah time to the following designated email address ' : EOI Submission - BCC2024-070 Hiring of a Local Consultant for the Preparation of one PCR for Health Project in Mozambique:Project for Support to Health System Strengthening in Inhambane Province _MOZ0037_ d066370c.isdb.onmicrosoft.com@emea.teams.ms
- For any Clarification or General Queries please contact thru given email: Quires - BCC2024-070 Hiring of a Local Consultant for the Preparation of one PCR for Health Project in Mozambique:Project for Support to Health System Strengthening in Inhambane Province _MOZ0037_ 9e43c13d.isdb.org@emea.teams.ms
- Additionally, and most importantly, IsDB currently Implemented the Procure to Pay Solution with SAP Ariba, you are kindly required to register yourself/Esteemed Firm through Self registration link : <http://isdb.supplier.mn2.ariba.com/ad/selfRegistration/>

6. **Project Task Team Leader:** Team Leader Name: Dr. Ammar Abdo Ahmed
Position: Manager, Human development department
Islamic Development Bank

VI- Payment:

For indication, the payment of **9,500** USD (US Dollars **Nine Thousand Five Hundred** only) will be paid for the preparation of the PCR, as a lump sum which includes all the expenses, travel (airfare), accommodation and meals during the mission, in accordance with IsDB standard rates for travel and subsistence. A total of 20 days is the duration of this consultancy.

No.	Item	Qty	Unit Cost (US\$)	Total (US\$)
1	Professional fees PCRs consultancy services, including report preparation (unit rate) per day ¹	20 days	400	8,000
2	Field visit expenses, including travels for local consultant	10 days	150	1,500
	Grand Total			9,500

¹ Includes any overhead costs while working at place of residence.

6. The remuneration the Consultant perceives includes all his costs and profit and any tax obligations that may be imposed on the Consultant.
7. The payment schedule for the preparation of the PCR will be as follows:
 - a) First payment in the amount of 20% of the Contract Price upon receipt by the Bank of:
 - a1. Signed contract and
 - a2. The first drafts of the Projects Completion Report (PCR) with professional editing.
 - b) Second progress payment in the amount of 30% of the Contract Price upon receipt and written acceptance by the Bank of:
 - b1. Validation workshop's final reports and
 - b2. The first drafts of the Case Study as detailed in Appendix-A by the Bank; and
 - c) The final payment is 50% of the Contract Price upon receipt and written acceptance of the Final PCR and the Final Draft of the Case study with professional editing by the Bank.

Annex A

Expression of Interest (EOI) by Applicant Project For Support To The Health System Strengthening In Inhambane Province

Date: _____

Dear, Mr. **Ebad Lodhi**, Islamic Development Bank.

I have read carefully your Invitation for Expression of Interest (EOI) for the captioned assignment/project and find the Terms of References (TOR) and Scope of Work match my skill mix and experiences for providing the services required in the TOR. I would like to express my interest to be considered for the Shortlist of STCs. I understand that IsDB does not have an obligation that I must be shortlisted.

I have attached to this EOI my Curriculum Vitae (CV) for your consideration. Some of the key information is highlighted below:

Personal Profile

Nationality:
Date of Birth:
Permanent Address:
Phone No.:
Email:

Past Consultancy Assignment References

[Notes to consultant: Please select most relevant consultancy assignments you have recently completed to demonstrate your technical qualifications and Experience.]

Period	Client	Project	Country	Your role (As a lead consultant or as a member of a team?)	Value of the Contract

III. Availability

I shall be available for the services from _____ to _____.

IV. Eligibility Declaration

I, the undersigned, certify to the best of my knowledge and belief:

- ☐ I have read terms of reference (TOR) and Scope of Work, for this Assignment.
- ☐ I confirm that the project references submitted as part of this EOI accurately reflect the Experience of myself.
- ☐ I confirm that I have ever been convicted of an integrity-related offense or crime related to

theft, corruption and fraud.

☐

I understand that any misrepresentations that knowingly or recklessly mislead or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with IsDB Integrity and Anti-Corruption Policy.

Signature:

Name of the Applicant

Annex B: Evaluation Criteria

Criteria	Scores
General Qualification	30
▪ Academic Qualification (Master's degree required)	20
▪ French Language Proficiency	5
▪ English Language Proficiency	5
Adequacy for the Assignment	50
▪ Similar Assignment report prepared before	20
▪ Area of Expertise related to the Assignment mentioned in the TOR	30
Experience in the Sector	20
▪ Specific Experience related to the Assignment mentioned in the TOR	10
	5
▪ Multi-lateral/International Organization	5
▪ Regional Exposure	
Technical Scores	100
<i>(Cut-off point for consideration is 75 points)</i>	

ANNEX C: SAMPLE OF PCR (TEMPLATE)