

**TORs for SP28 – Health: Validation of Medical & Other Equipment – North Punjab**

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tama

**Technical Assistance
Management Agency**

Service Provider for

Punjab Devolved Social Services Programme (PDSSP)

TERMS OF REFERENCE**Validation of Medical and Other Equipment in Health Facilities in North Punjab**

Relates to MDG Goal: – 4,5,6	Reference number: SP28
Impact: Improved health service delivery	Output: Assessment of medical and other equipment available in medical health facilities in the province
International Consultant:	National Consultant: 3 Equipment Engineer/TL (1) Equipment Engineers / Support (2)
Expected starting date: March 2010	Period: 4 weeks

Background

The Punjab Devolved Social Services Program seeks to achieve progress with the Millennium Development Goals (MDGs) related to poverty, gender, education, health, and water supply and sanitation (WSS). The Program's objective is to strengthen devolved social services for a more equitable, efficient, effective, and sustainable delivery of social services. The Program is built around three principal policy outcomes: (i) realigning intergovernmental relations to support devolved social services; (ii) rationalizing and setting minimum standards for social services; and (iii) strengthening the public accountability mechanisms and promoting public-private partnership. The Program covers all 35 district governments and 34 program Tehsil (town) municipal administrations (TMAs).



Objectives

The Punjab Government intends to undertake an extensive validation of health facilities in the Punjab to establish the availability of various types of medical and other equipment in such facilities along with make and detailed specifications. Additionally, record would also be prepared as to whether the equipment is in top working condition or not and what are the reasons if the equipment is not in working order. The efforts made by the institution to operationalise the equipment and keep it in running condition will also be recorded during data collection. The data received from the survey will be validated to establish that the equipment has been purchased in accordance with the specifications and the directions of the provincial government and the Department of Health from time to time.

Scope of Work

The consultants would be required to develop a short/comprehensive survey/validation instrument such as a questionnaire to be completed during the survey. The consultants will be required to physically visit all (about 18 districts) tehsil and district headquarter hospitals in the north of province for this validation. Since each consultant will be working separately, therefore the list of districts to be visited will be finalised separately with each consultant. General information about the health facility is also to be collected in the survey. Additionally, specific information about the equipment, both medical and non medical, such as X-Ray, CT Scan, MRI equipment, Dialysis equipment, operation theatre equipment, stand by electricity generator, air conditioners, incubators, refrigerators etc is to be collected from these health facilities. The data will be validated to establish as to whether the equipment is in working condition and has been purchased in accordance with the standard specifications and the laid down guidelines. The validation work will be divided in the three consultants with each covering around 3 health facilities in a day. The condition of the equipment (working or not) will be established on ground, whereas the validation that the equipment has been purchased as per specifications may be done at the home station, after the data collection is complete.

Qualifications

Three consultants will be required for this validation with qualifications as given below:

Equipment Engineer / TL

- B.Sc. Mechanical / Electrical engineering or a relevant diploma in the field
- Overall 5 years' general experience in the field of work



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- Up to two years' experience of working with medical and non-medical equipment
- Good knowledge of GoPb's specifications for medical and non-medical equipment will be an added advantage;
- Excellent communication skills in English; and
- Proficiency in Office Computer Software

Equipment Engineer/Support – 2 positions

- B.Sc. Mechanical / Electrical engineering or a relevant diploma in the field
- Overall 2 years' general experience in the field of work
- Up to 1 year's experience of working with medical and/or non-medical (electronic) equipment
- Experience of working with GoPb will be an added advantage;
- Proficiency in Office Computer Software; and
- Excellent communication skills in English

Duration of Input

The input for this assignment is four weeks (12 person weeks with three consultants) with duty station at Lahore. The study entails travelling to all the districts in the north of province and necessary provision has been made in the cost estimate.

Duties and Responsibilities

Equipment Engineer / TL

- At the outset and within a few days, the consultants will review TOR together with the TAMA/PSU/client to ensure its relevance and feasibility and arrive at a mutually agreed programme within the broad framework of these TOR;
- Develop a short/comprehensive questionnaire for data collection from all tehsil and district headquarter hospitals in the north of province;
- Data collection from the hospitals to establish that medical and non-medical equipment listed present and available is actually in working condition or not; what has been done by the health facility to make it operational; determine that



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the equipment available in the facility conforms to the standard specifications for such equipment issued by the Government of the Punjab from time to time; and

- Preparation of comprehensive validation Report, in English, covering all aspects of the survey/validation.

Equipment Engineer / Support

- At the outset and within a few days, the consultants will review TOR together with the TAMA/PSU/client to ensure its relevance and feasibility and arrive at a mutually agreed programme within the broad framework of these TOR;
- Support Team Leader, if required, in developing a short/comprehensive questionnaire for data collection from all tehsil and district headquarter hospitals in the north of province;
- Data collection from allotted hospitals of the districts to establish that medical and non-medical equipment listed present and available is actually in working condition or not; what has been done by the health facility to make it operational; determine that the equipment available in the facility conforms to the standard specifications for such equipment issued by the Government of the Punjab from time to time; and
- Support Team Leader in preparation of comprehensive validation Report, in English, covering all aspects of the survey/validation.

Deliverables

Equipment Engineer / TL

- Short questionnaire for data collection from all tehsil and district headquarter hospitals and in the north of province;
- Survey Plan
- A comprehensive validation report, in English, covering all aspects of the survey/validation.

Equipment Engineer / Support

- Short questionnaire made in supervision of the Team Leader for data collection from all tehsil and district headquarter hospitals in the north of province;



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- Data collection report from each of the engineer's field survey

		TAMA Lead: Kees Groenendijk TAMA Project officer: Jahanzeb Waheed
Drafted By:	Naveed Saleh Siddique	Final/ draft: Final



Estimated Timelines

ACTIVITY SCHEDULE																													
SP28 - Health: Validation of Medical & Other Equipment – North Punjab																													
No.	Activities	WEEKS/DAYS																											
		1							2							3							4						
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1	Initial discussions	█																											
2	Preparation of Survey Questionnaire	█	█																										
3	Approval of Survey Questionnaire		█	█																									
4	Preparation and approval of Survey Plan			█	█																								
5	Field Survey					█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	
6	Data Validation																												
7	Report Writing																												
Factors which may alter the work plan																													
Delay in the release of resources.																													
Delay in the approval of steps, stages and tools required for carrying on the assignment																													
Delay in supplying documents, data, statistics and other information related to the assignment																													
Unavoidable political, security, law and order situation.																													



TORs for SP29 – Health: Validation of Medical & Other Equipment – South Punjab

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TERMS OF REFERENCE

Validation of Medical and Other Equipment in Health Facilities in South Punjab

Relates to MDG Goal: – 4, 5, 6	Reference number: SP29
Impact: Improved health service delivery	Output: Assessment of medical and other equipment available in medical health facilities in the province
International Consultant:	National Consultant: 3 Equipment Engineer/TL (1) Equipment Engineers / Support (2)
Expected starting date: March 2010	Period: 4 weeks

Background

The Punjab Devolved Social Services Program seeks to achieve progress with the Millennium Development Goals (MDGs) related to poverty, gender, education, health, and water supply and sanitation (WSS). The Program’s objective is to strengthen devolved social services for a more equitable, efficient, effective, and sustainable delivery of social services. The Program is built around three principal policy outcomes: (i) realigning intergovernmental relations to support devolved social services; (ii) rationalizing and setting minimum standards for social services; and (iii) strengthening the public accountability mechanisms and promoting public-private partnership. The Program covers all 35 district governments and 34 program Tehsil (town) municipal administrations (TMAs).



Objectives

The Punjab Government intends to undertake an extensive validation of health facilities in the Punjab to establish the availability of various types of medical and other equipment in such facilities along with make and detailed specifications. Additionally, record would also be prepared as to whether the equipment is in top working condition or not and what are the reasons if the equipment is not in working order. The efforts made by the institution to operationalise the equipment and keep it in running conditions will also be recorded during data collection. The data received from the survey will be validated to establish that the equipment has been purchased in accordance with the specifications and the directions of the provincial government and the Department of Health from time to time.

Scope of work

The Consultants would be required to develop a short/comprehensive survey/validation instrument such as a questionnaire to be completed during the survey. The consultants will be required to physically visit all (about 18 districts) tehsil and district headquarter hospitals in the south of province for this validation. Since each consultant will be working separately, therefore the list districts to be visited will be finalised separately with each consultant. General information about the health facility is also to be collected in the survey. Additionally, specific information about the equipment, both medical and non medical, such as X-Ray, CT Scan, MRI equipment, Dialysis equipment, operation theatre equipment, stand by electricity generator, air conditioners, incubators, refrigerators etc. is to be collected from these health facilities. The data will be validated to establish as to whether the equipment is in working condition and has been purchased in accordance with the standard specifications and the laid down guidelines. The validation work will be divided in the three consultants with each covering around 3 health facilities in a day. The condition of the equipment (working or not) will be established on ground, whereas the validation that the equipment has been purchased as per specifications may be done at the home station, after the data collection is complete.

Qualifications

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- Overall 5 years' general experience in the field of work



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Equipment Engineer/Support – 2 positions

- B.Sc. Mechanical / Electrical engineering or a relevant diploma in the field
- Overall 2 years' general experience in the field of work
- Up to 1 year's experience of working with medical and/or non-medical (electronic) equipment
- Experience of working with GoPb will be an added advantage;
- Proficiency in Office Computer Software; and
- Excellent communication skills in English

Duration of Input

The input for this assignment is four weeks (12 person weeks with three consultants) with duty station at Lahore. The study entails travelling to all the districts in the south of province and necessary provision has been made in the cost estimate.

Duties and Responsibilities

Equipment Engineer / TL

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- Develop a short/comprehensive questionnaire for data collection from all tehsil and district headquarter hospitals in the south of province;
- Data collection from the hospitals to establish that medical and non-medical equipment listed present and available is actually in working condition or not; what has been done by the health facility to make it operational; determine that



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the equipment available in the facility conforms to the standard specifications for such equipment issued by the Government of the Punjab from time to time; and

- Preparation of comprehensive validation Report, in English, covering all aspects of the survey/validation.

Equipment Engineer / Support

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- Support Team Leader, if required, in developing a short/comprehensive questionnaire for data collection from all tehsil and district headquarter hospitals in the south of province;
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- Support Team Leader in preparation of comprehensive validation Report, in English, covering all aspects of the survey/validation.

Deliverables

Equipment Engineer / TL

- Short questionnaire for data collection from all tehsil and district headquarter hospitals in the south of province;
- Survey Plan
- A comprehensive validation report, in English, covering all aspects of the survey/validation.

Equipment Engineer / Support

- Short questionnaire made in supervision of the Team Leader for data collection from all tehsil and district headquarter hospitals in the south of province;



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- Data collection report from each of the engineer's field survey

		TAMA Lead: Kees Groenendijk TAMA Project officer: Jahanzeb Waheed
Drafted By:	Naveed Saleh Siddique	Final/ draft: Final
Decision Date:		



Estimated Timelines

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