
TERMS OF REFERENCE FOR CONSULTANCY FIRM TO CONDUCT GEO TAGGING & REGISTRATION OF HEALTH CARE ESTABLISHMENTS IN KHYBER PAKHTUNKHWA THROUGH KP-HCIP

1. INTRODUCTION

The Khyber Pakhtunkhwa Human Capital Investment Project (KP HCIP)

The Government of Pakistan, through the support of the World Bank i.e. Khyber Pakhtunkhwa Human Capital Investment Project (Health Component), is intending to improve primary healthcare services (PHC) in the province. The Khyber Pakhtunkhwa Human Capital Investment Project is an International Development Association Project funded by the World Bank.

The project's objective is to improve the availability, utilization, and quality of primary healthcare services in selected districts in Khyber Pakhtunkhwa (KP), namely Haripur, Nowshera, Peshawar, and Swabi; in order to ensure the quality of health care and a continuum of services. The project will also support the strengthening of secondary health care facilities and referral systems.

Project interventions will focus on improving the utilization of PHC and as the first point of entry in close proximity to where people live and work, including women and refugees. More specifically, the project intends to:

- I. Strengthen the infrastructure, equipment, human resources, medicines, and healthcare commodities at Basic Health Units (BHUs) and Rural Health Centers (RHCs) according to the KP Minimum Health Services Delivery Package (MHSDP), Essential Health Services Package (EHSP), and Infrastructure Standards, including the provision of:
 - a) Effective antenatal care (ANC), delivery care, and postnatal care (PNC);
 - b) Immunization services;
 - c) Nutrition;
 - d) Family Planning services;
 - e) Prevention, screening, and management of Non-Communicable Diseases (NCDs);
- II. Enhance the competency of PHC service providers as one of the key pillars of quality service delivery, by providing necessary training using standard clinical protocols and training packages as applicable for PHC service delivery;

- III. Strengthen governance and regulatory mechanisms and provide necessary support to the provincial government to adopt/implement appropriate policies, standards, guidelines and clinical protocols for PHC service delivery;and
- IV. Promote community engagement and accountability to motivate demand for PHC services.

2. Project Results Chain

Inputs	Outputs	Outcomes
Physical Infrastructure Construction, repair, up-gradation of renovation of health facilities	Readiness of health facilities to deliver high-quality primary health care services and respond to the COVID-19 crises	Improved availability, utilization, and quality of primary health care services and elementary education services
Equipment and Commodities Adequate supply of drugs, commodities, and equipment for health facilities		
A System for Managing Human Resources and Contracts Adequate human resources with appropriate skill-mix for managing health facilities as well as a system for managing HR including contracts		
Data Management Capacity building of the health workforce in data management and analysis		
Outsourcing of services Improve quality of clinical (e.g., Referral & EMR) & non-clinical service (e.g., janitorial & Security) via private sector engagement		
Hospital Mgmt. Information system (HMIS) Automate hospital processes (e.g., HMIS) and improve monitoring/data collection via IT solutions		
Establishment & Strengthening of ICU facilities for COVID-19		

3. Healthcare Commission:

Regulation of healthcare services is a priority of the Government of Khyber Pakhtunkhwa and in order to ensure quality of care and safety in health care system in Khyber Pakhtunkhwa, the provincial government established the Khyber Pakhtunkhwa Health Care Commission (KP HCC) in 2015. The KP HCC is an autonomous body governed by the Khyber Pakhtunkhwa Health care Commission Act, 2015. The Act envisages regulation of both public and private Health Care Establishments (HCEs) in the province to improve quality.

The commission is mandated to provide protection to the people of the province in securing their right to quality healthcare through eradication of quackery and other malpractices, setting standards for all types of medical practice, including but not limited to allopathic and alternative medicines (Homeopathy, Ayurvedic and Tibb). KP HCC carries out this function through registration and licensing of the health care establishments.

Clinical governance is a systematic approach to maintaining and improving the quality of patient care. Clinical governance is the key function of KP HCC to ensure provision of standardized quality healthcare services and solutions to patients and consumers by public and private healthcare entities without discrimination on the basis of gender, age, ethnicity and income level.

4. Clinical Governance Framework:

Clinical governance is an umbrella term covering activities that help sustain and improve standards of patient care. It is usually described in terms of the six pillars, as given in the figure. These are education and Training, clinical audit, clinical effectiveness, research and development, openness, risk management, information management.

5. Objectives of the Assignment:

Khyber Pakhtunkhwa Health Care Commission with the support of KP-HCIP Health Department requires to build a comprehensive database after GIS Mapping of all private sector Health Care Establishments in Khyber Pakhtunkhwa (KP) province. The Specific Objective revolves mainly GIS mapping and registration, showing complete details of all the private HCEs. Various types HCEs include but not limited to the following:

- Hospitals
- General Practitioners/Family Physicians/Specialist Clinics
- Dental Clinics
- Clinical Laboratories and Collection Points
- Radiological/Imaging Diagnostic Centres
- Homeopathic Clinics
- Tibb Clinics

The number of HCEs in Khyber Pakhtunkhwa are as follow;

Number of Healthcare Establishments in Khyber Pakhtunkhwa		
Sr. No	District	Total Registered HCE
1	Abbottabad	697
2	Bajour	27
3	Bannu	218
4	Battagram	64
5	Buner	277
6	Charsadda	305
7	Chitral	31
8	D.I.Khan	218
9	Dir Lower	362
10	Dir Upper	105
11	Hangu	63
12	Haripur	452
13	Karak	71
14	Khyber	58
15	Kohat	213
16	Kurram	19
17	Kohistan	19
18	Lakki Marwat	56
19	Malakand	202
20	Mansehra	526
21	Mardan	657
22	Mohmand	1
23	Nowshera	446
24	Peshawar	1792
25	Shangla	103
26	Swabi	467
27	Swat	951
28	Tank	25
29	Torghar	3
30	Waziristan	2
	Total	8430

The KP-HCIP Health Department therefore invites REOs from reputed eligible consultancy firms/organizations, having expertise in conducting GIS Mapping, Census/Survey and registration of all the private Health Care Establishments of Khyber Pakhtunkhwa province. The activity will be conducted in a phased manner including a pilot phase, followed by data collection from divisional headquarters and then covering all HCEs of Khyber Pakhtunkhwa.

Note: The mentioned numbers of HCEs are those which are registered with HCC and it has nothing to do with the number of facilities to be mapped. The actual numbers of HCEs to be

mapped and registered may be varied and more than the one mentioned.

6. Specific Objectives:

- Develop a GIS Map of all the registered private sector health care establishments in Khyber Pakhtunkhwa;
 - including more in depth information of the following:
 - Category (hospital, clinic, health centre, etc)
 - Operational level (medical region, health district)
 - Name of health institution
 - Services available at institution (maternity ward, family planning etc.)
 - Staff available at institution from records (gynecologist, midwife)
 - Accommodation capacity of health institution
- Register all the unregistered private sector health care establishments and develop a GIS map;
- Upload the location of quack clinics.

7. Census/Survey Methodology

This will be a cross-sectional Census/Survey and will be covering all the facilities as mentioned above within all urban and rural areas of all districts in Khyber Pakhtunkhwa Province.

The selected Consultancy firm will be responsible for submission of an inception report, collection of all necessary information of the health care establishments, registering the unregistered ones, data analysis and compilation of final report.

The assignment shall be carried out by physically visiting all the private sector health care establishments in the field and geo tagging the HCE on the spot.

8. Timeline

The Consultancy firm will complete the assignment within a period of seven (7) months commencing (expected) from 1st November 2022, and should be concluding not later than 30th June 2023. The Consultancy Firm will submit a timeline for the Inception Phase; Data Collection Phase, Analysis Phase, and Reporting Phase.

9. Deliverables

The deliverables to be provided by the Consultancy Firm include the following:

- a. An inception report having details of Survey/Census Implementation plan comprising a management plan, a field activities plan (describing the data collection process), an enumerator supervision plan, a data management plan and any necessary logistics;. The cost estimation plan shall be submitted to elaborate that how this activity will be organized.
- b. GIS map of all the private sector health care establishments of Khyber Pakhtunkhwa

with details i.e.

- Structuring the database using Geographic Information System (GIS) software. The Contractor should create a geo-database and topology for the various layers of information;
- **Information Management** An entity catalogue and metadata should be available and meet geographic information management standards.

a. Online Database of HCEs registered during this assignment;

b. Comprehensive final report.

10. Eligibility Criteria

The Consultancy Firm must provide sufficient evidence of possessing adequate staff to ensure all components of the survey/census and registration are completed within a timely manner and must provide details of the management structure to be put in place to conduct the Survey/Census. The staff of the consultancy firm must include but not limited to the management, enumerators and data analysis experts. The data collectors must be able to communicate proficiently in Urdu, Pashto, Hindko, Saraiki and other relevant languages of Khyber Pakhtunkhwa and must have a good communication and interpersonal skills. Enumerators should be culturally competent with the language and region they would be dealing with and be capable of interviewing people of diverse backgrounds, including older adults, people with disabilities, teenagers, ethnic and religious minorities.

The Consultancy firm will be responsible for all trainings of their staff members where necessary. The trainings must be conducted in order to ensure that the enumerators are able to:

- a. Understand the assignment;
- b. Record responses from whatever devices are deployed;
- c. Respect the respondent's privacy and;
- d. Respond appropriately in case of non-response or reluctance by the respondents.

In order to ensure timely, efficiently and complete enlistment/ registration of HCEs, the committee unanimously decided to add the following clauses/ conditions;

- a. If firm fail to complete the task within due course of time so shall be penalized accordingly by deducting their fee.
- b. If at any stage it comes to the knowledge of KP-HCIP that the enumerators of firm failed to collect data of all HCEs, the firm shall be penalized accordingly.

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- c. If at any stage it comes to the knowledge of KP-HCIP that the enumerators of firm is found indulged in any sort of unethical, immoral or unprofessional activities , the firm shall be penalized accordingly.

The Consultancy firm should meet the following criteria

- a. The Consultancy firm must represent its technical expertise in GIS Mapping, Health Facility Assessments and Survey /Census.
- b. 5 years overall relevant experience to GIS Mapping, Health Facility Assessments evaluating public and/or private sector community development and Census /Survey.
- c. 5 Years of Knowledge and demonstrated work experience in the health care delivery system in Pakistan.
- d. Strong analytical, research, data-gathering and analysis, writing and presentation skills.
- e. Availability within the stipulated time frames for the assignment.
- f. The firm should've completed at least one project regarding GIS development and data collection from field of comparable scale and complexity (project completion certificate or contract agreement or award letters are mandatory)
- g. The firm should possess human resource that substantially corresponds to areas covered in the TORs.
- h. The Consultancy Firm must provide their NTN certificates along with Audited Financial Statements for last three years.
- i. The Consultancy Firm must have financial and operational system to support activities in all districts of Khyber Pakhtunkhwa.
- j. After pre-conference meeting it was discussed to not compromise the spirit of competitiveness by adding restrictive conditions e.g. KPRA registration etc. therefore it was unanimously decided that if a firm lacks KPRA registration and the rest of the conditions are fulfilled and is in position to be negotiated for contract, the firm shall not be rejected just merely for non availability of KPRA registration rather will be directed to ensure registration with KPRA in relevant category before signing of the contract.

11. Key Experts Composition & Qualification

It is envisaged that the assignment will be conducted by a firm consisting of a multi-

disciplinary team, the composition of key experts is mentioned below:

Key Expert	Qualification & Criteria
Team Lead	<ul style="list-style-type: none"> • A Master's degree in Public Health, epidemiology, statistics, or related subjects from an accredited university. • 07 years of relevant experience managing large-scale health facility surveys, GIS, and managing multi-sites research teams, including experience with data collection and data quality assurance mechanisms (protocol development, tool preparation, fieldwork coordination, data entry programming, etc.) • Proven ability to facilitate communication between different stakeholders, government, non-government, and academic institutions on similar survey methodology and implementation. • Prior experience in writing and producing reports, research papers, or briefs • Understanding of the provincial health sector context of Khyber Pakhtunkhwa is essential.
GIS Specialist	<ul style="list-style-type: none"> • A Master's degree in Remote Sensing, Space Sciences or equivalent. At least 07 years of relevant experience in baseline/end-line, evaluation survey and data collection and management, or public health research. • Experience in providing research assistance. • Good Analytical and IT skills are mandatory.
Field Supervisors	<ul style="list-style-type: none"> • Bachelor's Degree in Public Health/Social Sciences or equivalent. • Demonstrated work history of quantifying field data and presenting the same to formal setting. • Overall, 3 years of working experience in the field / reporting capacity for National / Provincial Funding Partners preferably in Public Health field monitoring, preferably in the area of assignment (KP). • Good Analytical and IT skills are mandatory.
M&E Specialist	<ul style="list-style-type: none"> • Bachelor's degree or equivalent university degree in a relevant field. • Strong analytical skills. • Strong written and oral communication skills.

	<ul style="list-style-type: none"> • Demonstrated knowledge of geospatial data from a wide array of sources, including finding data and compiling metadata. • Experience utilizing Geographic Information Systems (GIS) and other data analysis databases. • Ability to identify and develop creative and innovative approaches to monitor activity outcomes to support and improve activity design and implementation. • Capacity to understand and analyze the political and security context at the local, state, federal, and regional levels. • Ability to prioritize and manage a high-volume workload in a fast-paced work environment. • Experience working in environments experiencing political transition. • Fluency in written and spoken English and local languages. • Maintain content, including quality control to ensure data integrity and compliance • Provide GIS information to the monitoring and evaluation (M&E) team. • Direct GIS field and grant mapping support. • Ensure gathered data is compliant with established formats and GIS mapping standards
Field Enumerators (Non-Key)	<ul style="list-style-type: none"> • Bachelor Degree or Intermediate equivalent qualification recognized by HEC. • Good personal skills. Enumerators must be able to interact with people from a variety of backgrounds, and explain the survey to the respondents. • Attention to detail. Enumerators will be required to carefully follow instructions relating to the selection of respondents and recording of responses. • Available to work full-time 5-6 days of the week during survey.

12. Evaluation Criteria

All interested firms are required to submit both technical and financial proposals. Proposals will be subject to a three-stage evaluation process, namely:

- a. Compliance Review;
- b. Technical Review and;

70% will be the passing marks out of 100. The top ranked firm as per requirement of CQS method will be asked to submit technical and financial proposal which will be assessed as per modus operandi of CQS method for contract negotiation. If the contract negotiation failed or the financial proposal was abnormally high, the contract will be offered to next highest ranked firm as per CQS method according to World Bank Procurement Regulation.

Evaluation Criteria for Shortlisting

Maximum Points

Technical Evaluation Criteria for assessing an Expression of Interest include:

- i. Total number of similar nature related projects completed in the last five years along with Copies of latest annual reports/evaluation reports (Contracts, Work / purchase orders Letter of Awards etc along with their scope of services) **(20 score)**
- ii. Fund managed by the firm in a project scored at serial No 2 for max of 4 project: **(6 score)**
- iii. The firm should have adequate relevant professional staff as detailed in the ToRs. (Number of technical staff along with their education & experience level required; Total points for criterion are 40 Marks in this section will be awarded on relativity basis amongst all bidders after fulfilling the minimum qualification criteria given in Tech-6. **(40 score)**
- iv. Presence at International, National, provincial and local level; **(4 score)**
- v. Transfer of knowledge (training) program (relevance of approach and methodology) **(10 score)**
- vi. Presentation on Methodology that how survey will be designed and executed in line to the details mentioned in ToRs; **(20 score)**

Experience:

Mandatory

Only Firms having Five years of experience of Health Facility assessment surveys are eligible. Non provision of the same shall lead to disqualification of firm/ consulting organization.

Number of health related projects

Total number of similar nature related projects completed in the last five years along with Copies of latest annual reports/evaluation reports. Each project will be scored as under: 20

- I. For project as per our ToRs covering 80% of our scope will be awarded with 5 marks
- II. For project as per our ToRs covering more than 50% and less than 80% of our scope will be awarded with 3 marks
- III. For project as per our ToRs covering less than 50% and more than 30% of our scope will be awarded with 2 marks

Marks for each project will be added to come to the final score in the category. At maximum 4 Projects will be considered.

Funds Management capacity:

6

Fund managed by the firm in a project scored at serial No 2 for max of 4 project:

- Rs 1,000,000-----5,000,000 = 0.5 mark /project.
- Rs 5,000,001----20,000,000 = 1 marks / project.
- >20,000,001-----onwards = 1.5 marks / project

Management capacity:(Key Experts)

40

- a. Team Leader/Survey Coordinator with at least 7 years of experience as per ToRs 15 Marks
- b. GIS Specialist With experience of at least 7 years experience as per ToRs 12 Marks
- c. M&E Specialist With experience of at least 5 years experience as per ToRs 8
- d. Field Supervisor with experience of at least 3 years in surveys conductance 5 marks

Total points for criterion (iii): 40 Marks in this section will be awarded on relativity basis amongst all bidder after fulfilling the minimum qualification criteria given in Tech-6.

The number of points to be assigned to each of the above positions shall be determined considering the following three sub-criteria and relevant percentage weights:

- 1) Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments): [30 %]
- 2) Relevant experience of consultant in relevant areas as mentioned in qualification of consultants [60%]
- 3) Relevant experience in the region (working level fluency in local language(s)/knowledge of local culture or administrative system, government organization, etc.): [10 %]

Total weight: 100%

Presence at International, National, provincial and local level.

- I. International Level = 04 marks
- II. National Level = 3
- III. Provincial Level = 2
- IV. Regional/Divisional Level = 1

4

Transfer of knowledge (training) program (relevance of approach and methodology):

10

Presentation on Methodology that how survey will be designed and executed inline to the details mentioned in ToRs.

20

- Excellent.....20 Marks
- Good 15 Marks
- Fair 10 Marks
- Fail 0 Marks

Note: The firm shall be also bound to provide in writing the Proposal

on Methodology. Based on TORs not more than 20-pages methodology is to be submitted by each applicant. These will be ranked on the basis of comparison amongst the bidders and will be graded accordingly.

Minimum qualifying score 70 out of 100

100

TORs After Pre-Conference Meeting

FORMAT AND SIGNING OF EOI APPLICATION

- A. Applicant shall submit their EOI Application in the Forms provided in Appendix-1 and in line with the other instructions mentioned in this EOI document.
- B. EOI Application shall consist of the following document:
 - I. Details of Applicant as per Form-1
 - II. Net Worth & Turnover as per Form-2
 - III. Details of Relevant Experience as per Form-3
 - IV. Comments & Suggestion on TORs from Bidders Form-4
 - V. JV agreement as per Form-5
 - VI. Conflict of Interest Form-6 (To be submitted on Judicial Stamp Paper of worth 100/- PKR)
 - VII. Form-7 CURRICULUM VITAE (CV)
 - VIII. *Form-8*
 - IX. *Form-9* (Description of Approach, Methodology, and Work Plan in Responding to the Terms of Reference)
- C. EOI Application shall be signed and stamped on each page initialed by a person duly authorized to sign on behalf of Applicant. The EOI Application shall be in hardbound/ spiral binding form with all pages numbered serially. In case of JV partner, the power of attorney shall be attached as per the Form-5. The JV partners will not change at the time of bidding. The allowed number of JV partner for the services will be one.

SEALING AND MARKING OF EOI APPLICATION

- A. EOI Application shall be submitted in a sealed envelope containing the EOI Application and the following written on the top:

GEO TAGGING & REGISTRATION OF HEALTH CARE ESTABLISHMENTS IN KHYBER PAKHTUNKHWA THROUGH KP-HCIP
- B. Sealed envelope containing the EOI Application shall be addressed to:

Project Director HCIP KP Health Khyber Pakhtunkhwa, House #240 Defense Colony Shami Road, Peshawar
- C. Envelope containing the EOI Application shall indicate the name, address and contact number of the applicant.

**Appendix-1: Format for Submitting EOI
Application**

TORs After Pre-Conference Meeting

From – 1: Details of the Applicant

Sr. No.	Name and Legal status of applicant	Particulars Required	Document Required
1.	Name of Applicant		
2.	Legal status of applicant (Sole Proprietorship, Private Limited or AOP)		
3.	Date of incorporation/ registration		Enclose certified copy of certificate of incorporation/ registration
4.	In case of Joint Venture, only one firm shall join as partner. Moreover, a partner firm can form JV with only one Lead Bidder in this project		Relevant Documents must be attached.
5.	The firm / partner firm (in case of JV) should be a legal entity having registered <ul style="list-style-type: none"> • NTN, GST Certificate of FBR. • KP Revenue Authority registration for services Tax Number. 		Proof to be submitted in the form of valid certificates.
6.	Income Tax Returns of Lead Bidder/JV Partner (For JV, each partner should submit its Income Tax Returns Separately).		Proof to be submitted in the form of FBR generated tax returns.
B Contact Details of Applicant -			
1.	Name and Designation of Authorized Contact Person		
2.	Postal Address		
3.	Telephone Number		
4.	Mobile No.		
5.	E-Mail		
6.	Website		
C Brief Description of Applicant			
1.	Organization profile	Enclose Details	Company profile must be attached.
2.	Management Structure	Enclose Details	Organogram of firm must be attached in addition to brief bios of the project staff.
3.	Main Line of Business Status	Enclose Details Eligible/Not Eligible	Past Performance certificates as explained in this EOI

Signature of the Bidder:

Stamp of Bidder:

From-2: Criteria of Net Worth & Turnover

A Turnover PKR	Required Documents
1 Annual Turn Over of lead bidder/JV Partner for any of the last two Financial Years accumulatively i.e.	To be verified from the submitted Income Tax Returns from FBR/Audit Reports
Status	Eligible/Not Eligible

Note: Values should be duly certified by statutory body like Chartered Accountant or Independent Auditors who are competent to do so as recognized by the Govt.

Signature of the Bidder:

Stamp of Bidder:

Form-3: Relevant Experience

(Separate sheet to be filled for each Project)

A brief description of the Consultant's organization and an outline of the recent experience of the Consultant that is most relevant to the assignment. In the case of a joint venture, information on similar assignments shall be provided for each partner. For each assignment, the outline should indicate the names of the Consultant's Key Experts and Sub-consultants who participated, the duration of the assignment, the contract amount (total and, if it was done in a form of a joint venture or a sub-consultancy, the amount paid to the Consultant), and the Consultant's role/involvement.

A - Consultant's Organization

1. Provide here a brief description of the background and organization of your company, and – in case of a joint venture – of each member for this assignment.
2. Include organizational chart, a list of Board of Directors, and beneficial ownership.

B - Consultant's Experience

S.N	Particulars
1	Name of Project/ Facility
2	Date of Establishment
3	Project Cost (In Millions)
4	Role of Applicant
	Owner <i>Explain the Role of Applicant</i>
	Operator
	Service Provider
5	Years of Experience as
	Owner/Operator/ Service Provider

Note: - Applicant shall submit supporting documents/ evidence e.g. completion certificate/ copy of contract agreement/certifications etc. for size of the project / services offered in support of relevant experience claimed in the above Form-3.

a) Only those assignments shall be considered for which consultant has provided services as lead member (in case that work has been done by a Joint Venture).

b) Each assignment shall be supported by following details:

i) Name of Overall assignment: _____

ii) Location of Overall assignment: _____

iii) Owner's Name and Address: _____

iv) Completion (Actual/Estimated vis-a-vis Stipulated): _____

v) Description of assignment: _____

vi) Description of Services provided by the firm:

c) Decision of Evaluation committee in ascertaining "similar nature" and "similar assignment" will be final.

Signature of the Bidder:

Stamp of Bidder:

Form-4

Comments & Suggestion from Bidders on Terms of Reference

TORS After Pre-Conference Meeting

Form-5: JV Agreement**Power of Attorney**

(To be submitted on stamp paper of worth Rs. 100 duly notarized by oath commissioner)

KNOW ALL MEN BY THESE PRESENTS that by this Power of Attorney (“Power of Attorney”), [Insert Name of JV Partner] having its registered office [address of JV Partner], does hereby nominate, appoint and authorize [Lead bidder Authorize Name] of [Lead Bidder Name] having its registered Head Office [Address of Led Bidder] hereinafter referred to as the "Attorney", to do in our name and on our behalf the following:

- I. Sign and submit to PMU KP HCIP, of the Government of Khyber Pakhtunkhwa, or its authorized nominee the for Expression of Interest in response to the Expression of interest documents dated [Insert Last date of submission] issued by PMU KP HCIP (Health) and all other documents and instruments required to submit the Application for expression of interest.
- II. Execute all such deeds, documents and instruments as may be considered necessary and expedient in relation to the foregoing; and
- III. Do and carry out all other actions as may be required by PMU KP HCIP (Health), of the Government of Khyber Pakhtunkhwa & World Bank Regulation in connection with the Expression of interest process as a whole;
- IV. To immediately notify PMU KP HCIP (Health), of the Government of Khyber Pakhtunkhwa in writing of any impending or actual revocation as well as any change in the terms of this Power of Attorney.

We, [Insert Name of JV Partner] do hereby ratify and confirm whatsoever the Attorney shall do by virtue of these presents and further agree that whatever the Attorney shall do or cause to be done pursuant to this Power of Attorney shall be binding on [Insert Name of JV Partner]

Furthermore, each provision of this Power of Attorney is severable and distinct from the others. The invalidity, illegality or unenforceability of any one or more provisions of this Power of Attorney at any time shall not in any way affect or impair the validity, legality and enforceability of the remaining provisions hereof.

IN WITNESS WHEREOF, we have executed this POWER OF ATTORNEY as of [Insert Date]

[Insert Name of JV Partner]

By:

Designation:

NIC No.

WITNESSES:

Witness 1:

Name:

Address:

NIC No.:

Witness 2:

Name:

Address:

NIC No.:

Form-6: Conflict of Interest

- a. The consultant is required to provide professional, objective and impartial advice, at all times holding the Procuring Entity's interests paramount, strictly avoiding conflicts with other assignments or his/its own corporate in without any consideration for future work.
- b. The consultant shall be under obligation to disclose to the Procuring Entity any situation of actual or potential conflict that impacts its/his capacity to serve the best interest of its client/ Procuring Entity. Failure to disclose such situations may lead to the disqualification of the consultant or termination of its/his contract during execution of the assignment.
- c. Where there is any indication of conflict of interest exists or may arise, it shall be the responsibility of the Bidder to inform the PE, detailing the conflict in writing as an attachment to this Bid.
- d. A Conflict of Interest is where a firm involved in the proposal has or may be perceived to have a personal interest in ensuring that a particular Bidder is successful, Actual and potential conflicts of interest must be declared by a firm involved in a Bid process.
- e. PE shall be the final arbiter in case of potential conflict of interest, Failure to notify PE of any potential conflict of interest will invalidate any verbal or written agreement.
- f. For conflict of interest all applicable laws & regulation of World Bank shall also be enforced.

**FORM-7
(CONTINUED)
CURRICULUM VITAE (CV)**

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	Employing organization and your title/position. Contact information for references	Country	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Tel...../e-mail.....; Mr. Hbbbb, deputy minister]		

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work): _____

*Form-8***COMMENTS AND SUGGESTIONS ON THE TERMS OF REFERENCE, COUNTERPART STAFF, AND FACILITIES TO BE PROVIDED BY THE CLIENT**

Form TECH-3: comments and suggestions on the Terms of Reference that could improve the quality/effectiveness of the assignment; and on requirements for counterpart staff and facilities, which are provided by the Client, including: administrative support, office space, local transportation, equipment, data, etc.

A - On the Terms of Reference

{improvements to the Terms of Reference, if any}

B - On Counterpart Staff and Facilities

{comments on counterpart staff and facilities to be provided by the Client. For example, administrative support, office space, local transportation, equipment, data, background reports, etc., if any}

*Form-9***DESCRIPTION OF APPROACH, METHODOLOGY, AND WORK PLAN IN
RESPONDING TO THE TERMS OF REFERENCE**

A description of the approach, methodology and work plan for performing the assignment, including a detailed description of the proposed methodology and staffing for training, if the Terms of Reference specify training as a specific component of the assignment.

- a) Technical Approach and Methodology
- b) Work Plan
- c) Organization and Staffing}

a) **Technical Approach and Methodology.** {Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TORs), the technical approach, and the methodology you would adopt for implementing the tasks. Including on addressing Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH) risks]to deliver the expected output(s), and the degree of detail of such output. Please do not repeat/copy the TORs in here.}

b) **Work Plan.** {Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s) should be included here. The work plan should be consistent with the Work Schedule Form.}

c) **Organization and Staffing.** {Please describe the structure and composition of your team, including the list of the Key Experts, Non-Key Experts and relevant technical and administrative support staff.

TORs After Pre-Conference Meeting