



Socialist Republic  
of VIET NAM



COOPERAZIONE  
ITALIANA

## VIETNAMESE - ITALIAN COOPERATION

“Improvement of Health Services in selected areas of Central Vietnam and at Hue College of  
Medicine and Pharmacy”

### Annex 1

#### *PROGRAM IMPLEMENTATION DOCUMENT (PID)*

## ***Chapter 1 - Scope of the Document***

Scope of this PID is to describe the main activities included in the Program and to define the modalities to be adopted by the bodies involved in the implementation for the utilization of the financial, human and material resources made available by the Vietnamese and Italian sides for the Program, according to the provisions of the MoU, to which the present PID is annexed. This PID shall therefore be read in connection with the text of the MoU itself.

## ***Chapter 2 - Acronyms***

Acronyms used in the MoU and in this PID are listed below with their respective meanings:

Artigiancassa	The Italian Bank appointed by the GoI to manage the soft loan credit lines (The Lender);
CHSt	Communal Health Station
CPMU	Coordinating Program Management Unit
CR	the Contractor Representative
CSSD	Central Sterile Supply Department
DIPCO	Official Bulletin of DGCS (fortnightly)
DoH	Department of Health (in each Province)
DPD	Deputy Program Director (in CPMU)
DPMC	District Preventive Medicine Centers
Financial Convention	Loan Agreement signed by Artigiancassa and the MoF in order to define the soft loan terms and conditions and modalities of disbursement and repayment
GoI	Government of the Italian Republic
GOP	General Operational Plan
GoV	Government of the Socialist Republic of Vietnam
HCMP	Hue College of Medicine and Pharmacy
ICU	Intensive Care Unit
IEs	Italian Experts (experts from MAE-DGCS)
JSC	Joint Steering Committee
MAE-DGCS	Directorate General for Development Cooperation of the Italian Ministry of Foreign Affairs (Italian Cooperation)
MOET	Vietnamese Ministry of Education and Training
MoH	Vietnamese Ministry of Health - Republic
MoU	Memorandum of Understanding
M/P	Month / Person
MPI	Vietnamese Ministry of Planning and Investment
PD	Project Director (in each PMU)
PIC	Person in Charge (responsible of CPMU)
PID	Program Implementation Document
PIS	Program Implementation Schedule
PMU(s)	Project Management Unit(s)
PPC(s)	Provincial People's Committee(s)
PPMC	Provincial Preventive Medicine Centers
PR(s)	Project Implementation Report(s)
TA	Technical Assistance
TOR	Terms of reference



VND	Vietnamese Dong
UTC	Central Technical Unit of MAE-DGCS
UTL	Local Technical Unit (Cooperation Office of the Italian Embassy in Hanoi)

### ***Chapter 3 Program synthesis, origins, problems to be addressed and main activities.***

#### **3.1 Program Synthesis:**

Taking into consideration the Italian Cooperation's guidelines and directions for the health sector in Vietnam and following the requests and/or the program proposals from MPI, MoH and DoH of the three Provinces of Thua Thien Hue, Quang Nam, Quang Tri and from the HCMP, the Program has the purpose of improving the health public services in selected sectors of the above mentioned geographical areas.

#### **3.2 Origins:**

On the occasion of a meeting between a delegation of MAE-DGCS and MoH and MPI representatives (Vietnam — April 2009), it was agreed the availability of a soft loan of an amount ranging between 10 and 15 million Euros. Subsequently, within the framework of the bilateral *Agreement on Development Co-operation*, signed in Milan on December 12<sup>th</sup> 2009, the Parties agreed to give priority to the evaluation of a program in support of the improvement of the Vietnamese health system in poor areas.

MAE-DGCS experts technical missions followed:

- a) to meet MoH and MPI relevant representatives in order to define Program main frameworks (sectors and geographical areas of interventions).
- b) to assess local needs, through field visits, and assist technical and administrative local counterparts and staff in the elaboration of a draft of program proposal, following MoH and MPI recommendations and taking into consideration the guidelines and recommendations of MAE-DGCS;
- c) to identify all components needed to allow the Program to have all the necessary characteristics of sustainability, efficiency and effectiveness;
- d) to establish the first cost estimates for all Program components taking into consideration the initially formulated budget and ensure that such estimates included all expected implementation costs;
- e) to define the most appropriate financial and operational implementation modalities.

#### **3.3 Problems to be addressed:**

Main problems encountered that the Program wants to contribute to solve are the following:

- Vietnamese health network often presents degraded and poorly equipped buildings and has inadequate systems for water and waste management and infection control;
- district hospitals suffer of inadequacy of equipment and building and often lack diagnosis and specialist services and are bypassed in favour of provincial hospitals;
- clinical engineering services for maintaining infrastructures and equipment are limited both at provincial and district level;
- provincial hospitals are overwhelmed with both outpatients and inpatients. The bed occupancy rate in provincial hospitals is over 100%, compared to about 80% in district hospitals;
- emergency response centers "115" are not organized in all provinces (i.e. in Thua Thien Hue) and, in any case, are not sufficiently equipped; there are not enough ambulances; personnel are not sufficient in quantity and professional skills;
- equity in the distribution of basic health services is not always guaranteed. Many peripheral areas, particularly those in rural and mountainous regions, do not have sufficient health services and personnel;

- primary health care, particularly that related to environmental health, management of waste cycle, food and water safety, is still a big challenge and Preventive Medicine Services are not sufficient in quantity and quality;
- many Preventive Medicine Centers at provincial and district level are lacking space, equipment, personnel, as well as procedures for conducting adequate volumes of controls, test results reporting, quality controls;
- medical and paramedical personnel is not sufficient in quantity and national standards are not achieved, particularly in peripheral areas of the Country;
- some transmissible diseases still have a high prevalence and outbreaks of emerging diseases (SARS, Dengue, H5N1, H1N1) may significantly influence the global epidemiological pattern;
- the staff training system seems to be weak with respect to the needs, particularly in the Central Region, resulting in understaffed health facilities, especially those in peripheral areas.
- curative medicine is privileged compared to preventive medicine;
- obsolete models of hospital organization, as the organization by “specialties” (surgery, medicine, obstetrics — gynaecology, etc) rather than “poly-speciality functional areas” (without regarding the speciality: operation theatres bloc/department, etc.) are implemented;
- Preventive Medicine Centers (at provincial and district level) perform few tests per day, even when equipment assets are sufficient.

The selected Program strategy is therefore to contribute to the efforts of the MoH and PPCs in implementing national and provincial health policies and strategic plans, aiming to improve the quality of the health services in three mentioned provinces in the Vietnam Central Region, at different levels: CHSt, District Hospitals, Provincial Hospitals, Hue Hospital and Faculty of Medicine (as highest regional health and medical training facilities).

According to the strategic principle of the geographical concentration, the Program will support four districts, that will be totally strengthened, and few facilities at provincial level.

As requested by MPI in consideration the nature of financing (soft loan), the Program will mainly support capital costs (civil works and equipment).

As requested by MoH, the Program will implement human resources development activities such as training for health staff and will create links with Italian scientific institution for training and research and exchange of experiences, support the strengthening of educational tools and methodologies at HCMP (e.g. distance education new courses, etc.), support the introduction of planning and management methodologies and principles (develop the general Master Plan for HCMP, capacity building during daily activities, study tours in Italy, etc.).

#### 3.4 Main activities to be realized (activities are detailed in Chapter 4):

- Support to the rehabilitation of buildings and supply of equipment for the two Provincial Hospitals of Quang Nam and Quang Tri (for the following departments: emergency, ICU, laboratories, surgical services) and in four district hospitals (Phu Vang, Hai Lang, Nong Son e Hiep Duc).
- Upgrade of the three Provincial Preventive Medicine Centers in Thua Thien Hue, Quang Nam and Quang Tri.
- Upgrade of two Provincial Emergency Centers (115) in Quang Nam and Quang Tri and support to the construction of the new “115” service in Thua Thien Hue.
- Support to the rehabilitation or new construction of 7 Communal Health Stations in Hai Lang District and supply of equipment for 20 CHSt (Quang Tri Province).
- Support to the upgrade or new construction of Preventive Medicine Centers in Hiep Duc and Hai Lang districts.

- Training and/or retraining activities for medical personnel, nurses and communal health workers in all beneficiaries health units.
- Support to the upgrade of Hue College of Medicine and Pharmacy (HCMP) in: elaboration of the Master Plan, new building and supply of equipment for the Obstetrics & Gynaecology Department, upgrade of the Central Supply Sterile Department (building and equipment), upgrade of the general clinic laboratories (equipment), supply of specialized medical equipment for endoscopy, arthroscopy, laparoscopy, rehabilitation of the existing teaching building, creation of a new center for medical biotechnology (building and equipment).
- Support to the training for users and maintenance personnel on newly acquired equipment.
- Support to the HCMP in planning, implementing, evaluating the in aula, on the job, e-learning activities, as well as, study visits to Italy and/or of Italian scholars in Hue for training and research purposes.

#### ***Chapter 4 - Program Objectives, Results and Activities***

As specified in Article 3 of the MoU, the **General Objective** of the Program is to contribute, together with local health institutions and international Agencies to the improvement of the health conditions of the population in Central Region of Vietnam, particularly those in Thua Thien Hue, Quang Nam and Quang Tri Provinces.

The **Specific Objective** is to support the improvement of the Health Systems efficiency and efficacy in the above mentioned Provinces, and is to be attained through the achievement of the following **Results**:

1. the upgrade of some departments of HCMP and of the related Hospital;
2. the reinforcement of the Provincial health system in Thua Thien Hue either for preventive and curative health services;
3. the reinforcement of the Provincial health system in Quang Nam either for preventive and curative health services;
4. the reinforcement of the Provincial health system in Quang Tri either for preventive and curative health services.

**Program Activities**, related to each result, are the following:

- 1.1 Elaboration, by a qualified engineering bureau, of the general Master Plan of the HCMP and related Hospital (buildings and equipments);
- 1.2 Construction of a new building for the Obstetrics & Gynaecology Department and supply of equipment and furniture for the same Department;
- 1.3 Upgrade of the Central Sterile Supply Department (CSSD) equipment (training for users, maintenance, two year warranty) and construction of a new building;
- 1.4 Upgrade of the Hospital Clinical Laboratory (supply of some equipment, training for users, maintenance, two year warranty);
- 1.5 Rehabilitation and equipment of an existing building for teaching and training activities (building rehabilitation and supply of equipment);
- 1.6 Training in: newly acquired equipment and technologies, specialized medical techniques, upgrading of professional and managerial skills, distance learning techniques; scientific research activities; study visits;
- 1.7 Organization of a medical biotechnology Centre: rehabilitation of the building and equipment supply. Training included in activity 1.6
- 1.8 Supply of two vehicles to HCMP: a double cabin pick up for logistic activities of the Teaching Hospital and a minivan for students and teachers.

- 2.1 In Hue City, construction of a two-floor or new building and equipment of an integrated infrastructure for emergency transport, training in management of emergency calls. Construction of a new building

(about 400 m2 ), supply of 10 ambulances and 1 speedboat ambulance fully equipped, communication and life support equipment for ambulances and communication equipment for the Emergency Centre "115";  
2.2 Upgrade of the Phu Vang District Hospital (buildings rehabilitation and supply of equipment and furniture).

2.3 Upgrade of the Provincial Preventive Medicine Centre in Hue (equipment).

3.1 Financial contribution to training of assistant doctors to become doctors (1 2) during 4 years;

3.2 Upgrading of the Provincial Preventive Medicine Center;

3.3 Upgrade of the provincial hospital (ICU equipment and surgery room equipment);

3.4 Upgrade of the District Hospital of Nong Son (equipment for diagnostic and treatment departments);

3.5 Upgrade of the Preventive Medicine Centre of Nong Son (equipment supply);

3.6 Construction of 3 new Communal Health Stations in Nong Son District (buildings and equipment);

3.7 Equipment supply for 4 Communal Health Stations in Nong Son District;

3.8 Upgrade of the Hiep Due District Hospital (laboratory and ambulatories building and equipment.

general equipment supply);

3.9 Two Communal Health Stations to be dismantled, rebuilt and equipped in Hiep Due District;

3.10 Renovation of one inter-communal polyclinic centre and equipment of the Hiep Due District Health Centre;

3.11 Construction and equipment of the Preventive Medical Centre of Hiep Due District;

3.12 Training for X-ray and laboratory technicians and some medical specialists;

3.13 Supply of a double cabin pick up for logistic support.

4. 1 Upgrade of Provincial Laboratory of Quang Tri:

- building renovations for safe level 2 testing laboratory,

- testing laboratory equipment;

4.2 Supply of equipment and instruments for the Hai Lang District Hospital;

4.3 Hai Lang Medical Prevention Centre:

- completion of the new building,

- equipment, furniture and instruments supply;

4.4 Hai Lang District's Communal Health Stations:

- Building of 7 new Communal Health Stations,

- Equipment supply for 20 Communal Health Stations;

4.5 Supply of three ambulances

4.6 Technical Assistance for reconstruction.

Program activities costs are detailed in Attachment No 2. The total soft loan of Euro 12.697.606.00 shall be divided, by beneficiary and by procurement groups (see chapter 7), as follows:

Beneficiary	Civil works	Equipment (inc. vehicles)	TA - Training	Estimated value €
Hue College of Medicine and Pharmacy	2,800,000	2,350,000	450,000	5,600,000
Thua Thien Hue Province	1,325,000	715,000		2,040,000
Quang Nam Province	769,425	2,110,000	178,181	3,057,606
Quang Tri Province	665,000	1,315,000	20,000	2,000,000
<b>Total</b>	<b>5,559,425</b>	<b>6,490,000</b>	<b>648,181</b>	<b>12,697,606</b>

The cost estimation for each of the four beneficiaries shall be considered as a ceiling for that beneficiary. Program cost for each activity in Attachment 2 shall be considered as a ceiling as well. The total amount of the soft loan cannot be increased for any reason.

### ***Chapter 5 - Program Implementation Schedule (PIS) and General Operational Plan (GOP)***

Program implementation is expected to last thirty-six (36) months. A PIS is annexed to the present PID in Attachment No 1. The PIS shall be detailed in the GOP.

The GOP shall detail program activities and include a procurement plan. The GOP is drafted by PMUs and submitted to the CPMU for revision and approval. The CPMU shall then forward the GOP to the JSC for endorsement and, consequently, submit it to MAE-DGCS for approval. Any variation to the GOP shall be proposed by any PMU and follow the same procedure for endorsement.

### ***Chapter 6 — Program implementation structure***

As per Article 4 of the MoU, the four Executing Agencies (PPCs and MOET represented by HCMP), legally and financially responsible for ODA's soft loan funds management according to Vietnamese Law, shall implement the Program through their PMUs and a CPMU, whose composition, tasks and responsibilities are as follows:

#### **CPMU**

It will be located in Hue at HCMP premises and staffed by Vietnamese personnel with the support of international and local TA (IEs and other consultants). Vietnamese staff will be selected by HCMP and approved by the PMUs. Its main functions are:

- to activate, monitor and ensure coordination between and among all PMUs and MAE-DGCS technical and administrative offices;
- to prepare, at the beginning of the Program and in collaboration with all PMUs the General Operational Plan (GOP) of the Program and submit it to Joint Steering Committee (JSC). Any variation to GOP proposed by any PMU will be communicated to the CPMU for processing, then sent to the JSC for approval. GPO and variations shall be submitted to MAE-DGCS for approval;
- to liaise with MAE-DGCS and Artigiancassa as well as the Italian Cooperation Local Technical Unit (UTL) at the Italian Embassy in Hanoi;
- to forward bidding documents to MAE-DGCS for bid advertising on Italian newspaper;
- to forward bidding documents, together with an explicative report, to MAE-DGCS in order to obtain the "no-objection" to execute the bidding procedures;
- to collect PMUs six-month and yearly Program technical and financial Reports (PRs) and prepare a joint PR to be sent to JSC;
- to assist PMUs to prepare directly or through local or international consultants (individuals or firms) - technical documents and bidding documents for international tenders;
- to assist PMUs to prepare TOR and bidding documents for consultancies (individual or firms);
- to participate in the tender award commission concerning bids prepared by PMUs according to the MoU and this PID. In the tender award commissions, CPMU representatives shall sit as observers;
- to verify - directly or through consultants (individual or firms) - the quality of buildings, equipment and training activities compared to bidding and contract documents (plans, drawings, projects, contracts, etc.) and inform the JSC about results of supervision through normal periodical project reports or, in case of problems that require urgent action, through an immediate report;



- to monitor and evaluate Program progress, strengthening its overall governance by means of its continuous monitoring and coordination;
- to supervise that all administrative and managerial activities carried on by PMUs remain within the legal framework and inform immediately the JSC of any illegal or incorrect action suspected or discovered;
- to assist PMUs in preparing technical specifications of medical equipment and instruments in order to ensure the appropriate description of commodities to be procured, according to the MoH standard lists of equipment, to international quality standards and taking into consideration the specific needs of health services, medical staff and maintenance service;
- to verify plans and design of civil works for each PMUs according to national and international standards guaranteeing adequate quality levels for building materials and for costs. In case, according to the CPMU, plans and design of civil works will not guarantee the adequate quality, PIC will send a note to the interested PMU with suggestions, and - whenever necessary - will inform the JSC;
- to support PMUs in preparing bidding documents and launching tenders at their level of responsibility;
- to support PMUs in monitoring and evaluating the progress of civil works and quality of supplied commodities;
- to support PMUs in implementing training activities and assessing the quality of services (of local health institutions, HCMP or consultancy firms);
- to organize, in the very first stages of Program implementation, training session on Program procurement procedures and program management to all PMUs staff;
- to assist in setting study tours planning and management.

#### PMUs

Each Provincial People's Committee and MOET (represented by HCMP), as "executing agencies", will set PMUs, according to Vietnamese Law. They will be staffed by Vietnamese personnel designated by the DoHs of each PPC and HCMP (on behalf of MOET) and located at each DoH in the three Provinces and the HCMP premises. Their main tasks are:

- to collaborate with CPMU in elaborating the GOP of the Program and its variations;
- to draft bidding documents and all technical annexes (TOR for consultancies, technical descriptions for equipment, projects and bill of quantities for civil works, etc.) according to the criteria set in this PID and in the MOU. Submit them to CPMU for processing;
- to organize tender award commissions for those tenders to be managed by each PMU, according to this PID and the MOU. In tender award commissions, CPMU representatives shall sit as observers. To draft contract award documents to be submitted to CPMU for processing;
- to take part in bids evaluation committees as voting members for those joint tenders to be prepared by CPMU,
- to perform monitoring and evaluation activities for all projects under their responsibilities;
- to prepare six-month and yearly PR (financial and technical) to be sent to CPMU for processing;
- to draft TA visits schedule and implementation requests to submit to CPMU for processing,
- to implement - even through consultants training activities;
- to draft study tours requests to submit to CPMU for processing.

At the start-up of the Program, a Person in Charge (PIC) of CPMU shall be nominated by HCMP, and approved by PMUs, among professionals with experience in project management and fluency in English. The PIC has the task and responsibility to grant an effective and efficient coordination of the Program. PIC shall work in the CPMU and shall be remunerate through Vietnamese fund. The PIC will be supported by Italian Expert and Vietnamese officers, international consultants and support personnel.

PIC shall execute the following main activities:

- directly execute, coordinate or facilitate/support all the activities needed to implement the Program, according to the MoU and this PID (technical and administrative activities);
- guarantee functional liaisons with the relevant local and international Authorities (i.e. requests for no-objection to MAE-DGCS);
- assist and monitor the elaboration of bidding documents;



- elaborate the joint semi-annual and annual PRs;
- monitor the activities and their progress and promptly intervene in order to avoid problems, delays and mistakes;
- guarantee the normal functioning of CPMU and the compliance with its tasks and responsibilities as established in this PID and in the MoU.

The Deputy Person in Charge (CPMU - Deputy Program Director), will be nominated by HCMP, approved by PMUs, among professionals with experience in project management and fluency in English. DPD shall assist the PIC in all his/her activities and shall be remunerated through Vietnamese fund.

The PMU's Project Directors will be nominated by each PMUs among managers with fluency in English. The PDs shall be remunerated through Vietnamese fund. PDs shall preferably work full time in Program activities because every PD has the task and responsibility to grant an effective and efficient support to the Program realization in a timely, smooth and efficient manner. In particular he (or she) shall execute the following main activities:

- directly execute, coordinate or facilitate/support all the activities needed to implement the Program's component assigned to his/her PMU, according to the MoU and this PID, such as:
  - timely execute all preparatory activities related to the procurement of goods, services and realization of civil works (equipment lists and specifications to be sent to CPMU for processing),
  - monitor and evaluate the execution of civil works activities, according to projects and contracts,
  - monitor and evaluate training activities,
  - guarantee the correct use of funds and other resources and the correct accountancy system and reports,
  - carry out, in close collaboration and with the assistance of PMU and CPMU staff and consultants, the management of the contracts financed through the soft loan. The PD shall have the responsibility for formally accepting goods, services and works.
- cooperate with and assist the CPMU-PIC in carrying out all his/her tasks and responsibilities.
- ensure the day-by-day liaison between the CPMU-PIC, the IEs and all other persons or institutions involved in the Program,
- coordinate the Program office in his/her PMU and guarantee the supply of goods, the availability of phone and internet connectivity and other services related to day-to-day activities,
- cooperate with the IEs and other consultants in all their activities, providing information, facilitating meetings with all bodies involved in the Program, etc.
- draft PRs to be sent to CPMU-PIC.

As support personnel in the each PMU there shall be a bilingual Vietnamese / English translator, an English speaking accountant or secretary/translator with basic accounting skills and a driver. This personnel shall be appointed and assigned to each PMU for all the duration of the Program. This staff will support the daily duties of the PIC, PDs, IEs and other consultants, in all the secretarial and translation, accountancy activities related to the Program.

#### ***Chapter 7 - Procurement of works, supplies and services for the implementation of Program activities***

Procurement of works, supplies and services for the implementation of Program activities shall follow the provisions of Article 5 of the MoU.

Contractors will be selected according to the procurement procedures indicated in the MoU. Contract shall be signed between the concerned PPC or HCMP and the Contractor. Each Contractor shall designate a Representative (CR) who shall coordinate Contractor activities and represent the Contractor with Program counterpart(s) for all contract obligations.

In order to optimize Program implementation, activities shall be carried out under a limited number of contracts per each PPC and per HCMP, including in the same contracts all the related services (warranties, maintenance plans, training in usage, management and quality controls etc.)

#### 7.1 Procurement groups:

Tenders shall be planned on three main groups:

1. Supply of equipment and instruments, including hospital furniture, incorporating in-service training in equipment usage and clinical management, maintenance and two-year warranty;
2. Civil works;
3. Technical assistance and specialized consulting services.

Group 1 : Equipment and instruments (including hospital furniture, incorporating in-service training in equipment usage and clinical management, maintenance and two-year warranty) shall be of Italian origin for at least 25 % of the total value of contracts for this group. Supplies of equipment and instruments of Italian origin shall be procured through international bidding procedure(s). Procurement shall be either managed by the CPMU and PMUs as follows:

- managed by CPMU: one or more lots with international tender to procure complex goods. In this PID, “complex” goods are intended to be those that need training for users and for maintenance and/or are particularly valued in terms of costs or quality (i.e. ventilators, laparoscopy, arthroscopy, automated laboratory equipment, operating beds, etc.) and ambulances. In order to avoid mismatching in the delivery of supplies (timing between building construction and equipment supply), the contractor may be required to synchronize deliveries with civil works completion (delivery procedures will be specified in tender documents). The concerned PPCs and MOET will prepare lists of equipment and the tender will be launched by the CPMU on their behalf. The executing agencies shall sign the contracts and all subsequent documents (certificates of conformity, etc.) for what is of their concern and shall forward to CPMU request of payments for processing.
- managed by PMUs : three single lots (one per provincial PMU) with national tenders to procure simple goods. In this PID, “simple” goods are intended to be those that do not need training for users or maintenance and/or are not of great economical value or do not require special attention in quality (i.e. hospital beds, chairs, office furniture, stethoscopes, sphygmomanometers, lamps, etc.).

Group 2: civil works shall not be tied. Procurement shall be either managed:

- managed by PMU in HCMP: one lot for all HCMP buildings through national tender.
- managed by PMUs in PPCs: civil works in the 3 provinces shall be managed directly by each local PMU with national tender procedures and supervised by the CPMU: the number of lots for each province will be proposed by each PMU, according to difficulties and territorial distribution of works.

Every single project for civil works shall guarantee high quality and shall have:

- detailed plans and drawings;
- detailed description of material, plumbing, sewage and sanitary items, doors and windows frames, electrical installations, etc.,
- permanent qualified work supervision.

Program Design and Work Supervision for the main reconstruction work of the Hue College will be considered under the services provided in Group 3 below.



Group 3: Services shall be of Italian origin for at least 80 % of the total value of contracts for this group in order to facilitate and support partnerships between Italian and Vietnamese institutions or companies (profit or not profit, such as companies, Vietnamese university or public institutions, Vietnamese or international NGOs with proved experience in Vietnam or a consortium headed by one of these).

This group shall include highly specialized services, mainly addressing HCMP. Consequently, it is mainly tied to promote Italian qualified participation and support, whether from public and/or private institutions (profit or not profit, such as Italian companies, Italian public institutions, Italian universities, Italian NGOs recognised by MAE-DGCS or a consortium headed by one of these).

This group includes the following activities: activity 1.1 (Master Plan), activity 1.6, the elaboration of detailed technical drawings, bill of quantities, etc. for activities 1.2, 1.3, 1.5, and civil works supervision for these constructions.

As far as services to be procured under this group are both academic (staff training) and related to the design of the Master Plan and civil works supervision the tender shall be organized in two different lots.

The implementation of activities under group 3 will build operational links between the HCMP and the contracted Italian entity to support the Program, especially in the following critical areas:

- strengthening HCMP capacity to operate tools, procedures and contents of their Distance Education Centre, that will be based on innovative teaching learning methodologies and technologies and will pilot web-based e-education,
- development of a *Master Plan* and strategic plans for the HCMP University and Hospital,
- development of specialized clinical training modules,
- management of medical students and scholars in Italy, and study visits for Italian scholars to Vietnam.

#### 7.2 Procurement evaluation:

Bids evaluation committee(s) may be composed and organized according to Vietnamese Procurement Law with the following additional prescriptions:

- a) all meetings and documents of the committee shall use the English language;
- b) an observer or a group of observers designated by MAE-DGCS shall be allowed to participate to the meetings.

Executing Agencies are responsible for the selection of Contractors and the award of Contracts. Authorizations/approvals by MAE-DGCS, as per Article 5 of the MoU, are limited to the verification that all procedures and provisions indicated in the MoU and in this PID have been duly accomplished.

#### 7.3 Procurement notice:

The procurement notice shall state:

- (i) the subject of the Contract,
- (ii) the contracting party and,
- (iii) all the information needed by the potential bidders to determine their capacity to fulfil the Contract in question.

The time allowed for candidates to submit their bids shall be adequate to permit proper competition. The minimum deadline, for submitting bids is 60 (sixty) calendar days from the date of notice publication.

### *Chapter 8 - Reporting on Program activities, technical assistance and monitoring activities*

Within a month after the end of each semester the PIC of CPMU, with the assistance of the PMU PDs, shall prepare the financial and technical PRs and submit them to the JSC, for appraisal and subsequent submission to MAE-DGCS. PRs shall include:

- a) the status of each planned activity;
- b) the problems encountered during implementation and proposals of solutions (recommendations);
- c) the status of expenditures (when applicable).



## ATTACHMENT No 1: Implementation Schedule

Activities	T1	T2	T3	T4	T5	T6	T7	T8	T9	T10	T11	T12
Signature of MOU and Financial Convention	X											
Establishment of Structures and Governance of Programm	X											
Preparation of TOR and Launch of the Tender for Consultancy Services	XXX	XX										
Signing of Contract with Consultancy Services and start of services including training		XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX			
Preparation and launch of tenders for civil works		XXX	XXX	XXX	XXX							
Start of Civil works			XXX	XXX	XXX	XXX	XXX					
Launch of tenders for equipment (including international tender)							XXX	XXX	XXX	XXX		
Installation of equipment and training								XXX	XXX	XXX	XXX	
Supervision and Joint evaluation (midterm and final)				X				X				X

**ATTACHMENT No 2 – List of activities by beneficiary and their estimated costs**

Cod	DESCRIPTION (code and description follow Activities in Chapter 4)	Estimated cost
		EURO
<b><u>1.</u></b>	<b><u>Result 1: Hue College of Medicine and Pharmacy University and teaching hospital)</u></b>	
1.1	General Master Plan of the Hospital (buildings and equipments)	100,000.00
1.2	Construction of a new building for Obstetrics & Gynaecology Department (5 floors x 1000 sqm x 450 Euro/sqm)	2,000,000.00
	Supply of equipment and furniture for the Obstetrics & Gynaecology Department	550,000.00
1.3	Upgrade of Central Sterile Supply Department (CSSD) equipment (training for users, maintenance, two-year warranty) and new building.	330,000.00
1.4	Upgrade of the Hospital Clinical Laboratory (supply of some equipment, training for users and maintenance, two-year warranty)	200,000.00
1.5	Rehabilitation and equipment of an existing building for teaching and training activities (building rehabilitation and supply of equipment).	1,000,000.00
1.6	Selection and contracting of Italian scientific and training institutions for training in: newly acquired equipment and technology; for specialized medical techniques, upgrading professional and managerial skills, scientific research activities; for upgrading the "Distance Education and E-learning section" of the HCMP; for providing specific consultancies to CPMU in technical related activities (related to civil work, equipment, services)	350,000.00
1.7	Organization of a Center for medical biotechnology; light rehabilitations and equipment. Training included in point 1.6	1,000,000.00
1.8	Supply of two vehicles to HCMP: one for logistic activities of the teaching hospital (1 pick up double cabin) and one minivan for student and teachers transportation	70,000.00
	<b><u>Sub total 1</u></b>	<b><u>5,600,000.00</u></b>
<b><u>2</u></b>	<b><u>Result 2: Thua Thien Hue Province</u></b>	
2.1	Building a brand-new working place with 2 floors, garage, repair workshop for vehicles maintenance and repair. Equipment and furniture included	300,000.00
	Buying 10 brand-new specialized ambulances	335,000.00
	Buying 1 high-speed boats for emergency transportation by waterway	100,000.00
	Medical equipments, tools and means of communication at the Emergency Centre and in all ambulances of the centre and satellite units within the province	180,000.00
	<b>Training for human resources:</b> Training on management technical skills and emergency management for doctors; intensive, long-term and regular training courses in emergency work for 1 doctor and 1 nurse; short-term training at home or abroad for all doctors and nurses at the Center and satellite units; Training the first-aid and emergency aid for the prior lines and co-ordinating with the relevant boards and agencies	This is included in activity 1.6 and performed by HCMP
2.2	<u>Upgrade of Phu Vang District Hospital</u>	
	Isolation ward for contagious diseases department 900 m <sup>2</sup>	125,000.00
	Equipments	450,000.00
2.3	Upgrade the Provincial Preventive Medicine Center in Hue (equipment)	550,000.00
	<b><u>Sub total 2</u></b>	<b><u>2,040,000.00</u></b>

<b>3</b>	<b>Result 3: Quang Nam Province</b>	
3.1	Financial contribution to training of assistant doctors to become doctors (12) during 4 years	110,000.00
3.2	Upgrade Provincial Preventive Medicine Center (laboratory equipment)	335,000.00
3.3	Upgrade provincial hospital (ICU equipment + surgery equipment for operating room)	675,000.00
3.4	Upgrade Nong Son District Hospital : equipment for diagnostic and treatment departments	200,000.00
3.5	Supply of equipment, including ambulance, of Nong Son District Preventive Medicine Center	160,000.00
3.6	Construction of 3 new health stations in Nong Son District (building and equipment)	232,000.00
3.7	Equipment for 4 commune health stations in Nong Son District	140,000.00
3.8	Upgrade of Hiep Duc District Hospital: laboratory and ambulatories building and equipment, additional equipment	397,425.00
3.9	2 Communal health stations to be dismantled and rebuilt and equipped in Hiep Duc District	405,000.00
3.10	1 inter-commune polyclinic center renovation and equipment	100,000.00
3.11	Construction and equipment of the Preventive Medical unit for the <b>Hiep Duc District</b>	200,000.00
3.12	Training for X-ray and laboratory technician and some medical specialists	68,181.00
3.13	1 vehicle pick up double cabin for logistic support	35,000.00
	<b>Sub total 1.3</b>	<b>3,057,606.00</b>
<b>4</b>	<b>Result 4: Quang Tri Province</b>	
	<u>Upgrade of Provincial Laboratory</u>	
4.1	- Building renovations for safe level 2 testing lab	110,000.00
	- Equipment (buying facilities for testing lab)	305,000.00
4.2	<u>Hai Lang District Hospital</u>	
	- Supply of equipment, furniture and instruments	381,000.00
4.3	<u>Hai Lang Medical Preventive Medicine Center</u>	
	- Completion of the new building	167,000.00
	- Supply of equipment, furniture and instruments	152,000.00
4.4	<u>Hai Lang Communal Medical Stations</u>	
	- Building 7 new medical stations	388,000.00
	- Supply of equipment for 20 health stations	381,000.00
4.5	Supply of 3 ambulances	96,000.00
4.6	Technical assistance in construction counselling	20,000.00
	<b>Sub total 4</b>	<b>2,000,000.00</b>
	<b>GRAND TOTAL</b>	<b>12,697,606.00</b>