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Description automatically generated****INVITATION TO TENDER FOR THE SELECTION OF CONTRACT WORK FOR THE "FRIENDSHIP" PROJECT CO-FUNDED BY THE EUROPEAN UNION**

Within the framework of the Friendship project, co-funded by the European Union, to provide public services equally and accessible to citizens, and to strengthen participatory governance, digital solution products of Darkhan-Uul Province’s government organizations have been researching the conditions of the ecosystem and legal environment to ensure their coordination. A total of 108 systems are used in Darkhan-Uul Province, 28 of which are employed in the health sector. However, their utilization is weak, coordination among organizations and roles is inadequate, and efficiency remains low. In the framework of the above study, it was suggested to improve the availability and quality of health services provided to the citizens by improving the E-Health system used in Darkhan-Uul Province General Hospital, systematic integration with other hospitals, developing an integrated system for family hospitals and introducing kiosks for citizens.

**Purpose: To expedite the electronic transition of healthcare, introduce advancements in information technology, and enhance the quality of services in order to provide equal, accessible, and hassle-free healthcare services to citizens.**

**Summary of work**

The work aims to improve the quality of health services in Darkhan-Uul Province by decentralizing healthcare services and introducing/upgrading systems and equipment to support the electronic transition of the health sector.

**Submission of materials**: It will be accepted at dieh@friendship.mn until September 11, 2023 at 5:00 p.m.

Please call +976 70373737 for questions related to tender materials.

1. **Brief information about the “Friendship” project:**

Please visit the following link for information about the project https://eudarkhan.mn/brochure/eng/mobile/index.html

1. **Documents to be submitted**

Organizations, consortiums, and teams with highly skilled experience and the capacity to implement contract work are invited to submit materials for the selection of contract work for the implementation of the "Integrated Electronic Health System" project, which will expedite the electronic transition of healthcare in Darkhan-Uul Province. The organization submitting materials for the selection tender shall prepare the following documents.

1. Eligibility for Participants (Annex-1)
2. Work proposal (Participating party/organization/ shall use the contract work proposal preparation template (Annex-2) and submit it completely in English and Mongolian
   1. **Technical Proposal**

* To elevate the quality of healthcare services offered to the citizens of Darkhan-Uul province, the E-Health system employed in the general hospital will facilitate system integration with hospitals at various levels, introduce an integrated family hospital system, and implement a kiosk machine.
* Having knowledge and experience in performing this type of work, as well as prior collaboration with the city and local government through international projects and other programs, would be advantageous for the proposal submitter.
* The page size is A4 (21cm\*29.7cm). Text should be spaced 3 cm from the left edge of the page, 2 cm from the right edge, and 2 cm from the top and bottom. The distance between the lines of the text is 1.5 cm.
* The budget will include the amount of total costs required for implementation and is calculated based on actual implementation costs.
* **The total budget for the work of the "Friendship" project:** up to 70,000,000 MNT.

1. **Send a tender offer** 
   1. Prepare the project proposal according to the attached form and send it in PDF format to the mentioned e-mail address.
2. **Request to withdraw an offer**

If you want to withdraw your job offer, please make a request within 7 days after the deadline for receiving the project by contacting the e-mail address to which the offer was sent and by phone. It can also be withdrawn in person through an authorized representative.

1. **Change the job offer**

Changes will not be allowed after receiving the job offer, and if necessary, "Friendship" project has the right to make any changes.

1. **Evaluation and selection of job offers** 
   1. Evaluation will be organized in two stages. In the first stage, the evaluation of the target project documents will be carried out.
   2. In the second stage, organizations that passed the first stage will be notified in writing within 10 days after the deadline for receiving job offers, and the tender committee will conduct a selection process based on a detailed interview of the activities of the organizations that passed the first stage and announce the results.
   3. It will be an advantage for the proposed organization to cover some of the costs of the work and services themselves within the framework of social responsibility.
   4. 1 qualified job offer will be selected.
2. **Negotiate**

Organizations, consortiums and teams that have passed the selection process will negotiate with the "Friendship" project regarding the full implementation of the work and plans mentioned in the work proposal. The "Friendship" project will finalize the issue of concluding the contract with the organization/consortium, which is the next stage of negotiations.

1. **Summarizing criteria**

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| --- | --- |
| **Criteria** | **Evaluation** |
| Capacity and experience of the participating organization to implement the project | **10%** |
| Conducting project research at an appropriate level and realistically identifying needs and requirements | **10%** |
| A clear description of the proposed solution, state-of-the-art technology, feasibility and results | **50%** |
| Description of project development issues, relevance and effectiveness - The development issues are clearly explained, compatibility with the goals of the Friendship project | **10%** |
| Impact and sustainability of project results - Probability of long-term positive benefits for the target group and their sustainability | **10%** |
| Project Effectiveness - Cost Planning Reality | **10%** |
| Total | **100%** |

1. **Terms and conditions of the contract**
   1. "Friendship" project has the right to reject any offer
   2. "Friendship" project has the right to accept the proposal of the requesting organization in whole or in part, and to negotiate with each other when concluding the contract.
   3. The "Friendship" project is responsible for the accuracy of the information mentioned in this announcement, and in case of any changes in the content of the tender announcement, the public and the participants will be informed immediately.
   4. Confidentiality of information received within the scope of the selection process will be strictly maintained.
   5. The works, content, and services performed during the contract period shall be the property of the "Friendship" project during the implementation period, and the contracting party shall strictly maintain any confidentiality related to the work information.
2. **Implementation Report:** The contractor will report on the implementation of activities to the "Friendship" project. The period and format of the report shall be detailed in the contract.

**Annex-1** **Eligibility for Participants**

|  |  |  |
| --- | --- | --- |
| № | Requirements | Evidence |
| 1 | Being a legal entity | Copy of the state registration certificate, copy of the state registration certificate of each member of the consortium in case of forming a consortium to increase capacity, cooperation agreement |
| 2 | Work experience | An e-link to an activity report that demonstrates the organization's relevant experience and capabilities, with a description of evidence of similar work done in the past |
| 3 | Human Resource capacity | Profile (CV) of the proposed project team, /more than 60% of the team members are full-time employees./ |
| 4 | There is no litigation. | Court Archives Reference (Definition) |
| 5 | Submit an official statement | Submit a written guarantee that the bidder will not object to publicizing the results of the bids submitted, and that they will fully perform the work and services in accordance with the criteria. |
| 6 | Copy of identity card | A copy of the identity card of the person who will sign on behalf of the bidder |
| 7 | Description of the correspondent bank | Definition of delinquent debt |

**Annex-2 Proposal form**

* 1. **Be specific** /clearly reflect the part where the project is simple, clear, the idea is neat and important, avoid excessive writing, and insert tables and graphs in the necessary parts/
  2. **Chapters and sections should be coherent** /the ideas and facts expressed in the project should be coherently expressed/
  3. **To be honest** /don’t overestimate your own potential and accurately reflect reality/
  4. **Be supported by figures** /use only reliable data and show actual calculations/
  5. **Legal validity** /based on accurate information, scientifically based, and meet document processing requirements/

From whom: (Proposer Organization/Consortium) To: (Organizing Unit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

About submitting a job offer

We are enclosing herewith a proposal for the execution of \_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/..

The work proposal we are offering is the total \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/total amount in numbers and letters, please write the amount in MNT and EUR respectively.

This technical and financial proposal confirms that it will comply with the changes resulting from the contract and negotiations until the end of the validity period of the proposal.

Sincerely

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official representative and authorized legal entity

Surname \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Proposal form*

PROPOSAL NAME:

PROJECT INITIATOR NAME:

Date

|  |  |  |
| --- | --- | --- |
| **ONE. GENERAL INFORMATION** | | |
| 1.1 | The direction of the project: | Integrated electronic system for the health sector |
| 1.2 | Project name: |  |
| 1.3 | Project implementation organization: |  |
| 1.4 | Phone number: |  |
| 1.5 | Email: |  |
| 1.6 | Website: |  |
| 1.7 | Social account: FB, Twitter, Instagram, Youtube |  |
| 1.8 | Address: |  |
| 1.9 | Location: |  |
| 1.10 | Total investment of the project: | *..............₮ / .... In words ......../* |
| *..............€ /...... In words ......./* |
| 1.11 | Amount of investment required from the “Friendship” project: | *..............₮ / .... In words ......../* |
| *..............€ /...... In words ......./* |
| 1.12 | Amount of investment from project implementor: | *..............₮ / .... In words ......../* |
| *..............€ /...... In words ......./* |
| 1.13 | Project start date: |  |
| 1.14 | Project completion date: |  |
| 1.15 | Full name of project implementor: |  |
| 1.16 | Position: |  |
| 1.17 | Phone number: |  |
| 1.18 | Address: |  |

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| --- | --- |
| TWO: WORK ASSIGNMENT | |
| 2.1 | Improvement of the E-health system of the Darkhan-Uul Province General Hospital |
| 1. Create opportunities for hospitals to provide online healthcare services to customers, make appointments, make reservations, and provide test results  2. System integration with other medical systems  3. Link to the website of the General Hospital  4. Place 1 kiosk in the General Hospital and connect it to the system |
| 2.2 | Integrated system of family hospital |
|  | 1. Development of an integrated family hospital system and full integration with Tier II and other types of medical systems 2. Family health system includes the following structural contents. It includes:   • Smart booking system for online and kiosk devices and calling people  • Integrated module for inspection, diagnosis and analysis  • Active monitoring module for the elderly, pregnant, infants, care patients and bedridden citizens  • A notification system that delivers news and information about scheduled vaccinations, follow-up examinations, and health care to citizens  • Telemedicine system for obtaining health services remotely  • Record and archive module for storing doctor's examination history, test results, e-prescription, e-list, e-13A forms  • Integration of a voice control system that facilitates the work of people with special needs and doctors  • Monitoring module with integrated reports, statistics and dashboards for each doctors, management and government administration  • A health geography module that displays household registration based on the national geographic system and diseases of citizens at the level of partial and regional areas by age, sex, household health group, and vulnerability   1. Place kiosk machines in total 5 family hospitals operating in Darhan-Uul province and connect them to the integrated system |
|  |  |

TWO**.** **BUDGET BREAKDOWN**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| № | Expenditure categories | Detailed expenditure breakdown | Unit of measurement | Number/ units | Unit price | Total price | | Amount requested from Friendship Project | | Responsibility of the organization itself | |
| MNT | EUR | MNT | EUR | MNT | EUR |
| 1 |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |
| Total budget | | | | | |  |  |  |  |  |  |
| Amount requested for support | | | | | | | |  |  |  |  |
| Amount to be borne by the organization itself | | | | | | | | | |  |  |

Memento:

* The total financing of the project consists of the investment of the project implementer and the financing of the "Friendship" project.
* It is forbidden to finance the funding of the "Friendship" project through loans, loan interest, all types of taxes, liabilities, insurance, buying and building real estate, and any rent payments (expenses related to the main activities of the project will be financed).