

## TERMS OF REFERENCE FOR CONTRACTOR

<b>TERMS OF REFERENCE</b>  <b>Renovation work to Layout change to Sexual Reproductive Health center in H.Dh. Kulhudhuffushi Regional Hospital (MDV-ToR/2021/09 Dated: 19/04/2021)</b>	
Contracting Office:	UNFPA Maldives Country Office
Purpose :	<p>UNFPA is the UN leading agency for Reproductive Health and Rights, with its tagline being: “Ensuring rights and choices for all”.</p> <p>Reproductive health services in Maldives are unequally distributed, mainly because of the influx of people to Male’ seeking tertiary care. This leaves health facilities in the periphery for the few who cannot afford to travel to Male’ for RH services. With the low turnout in these facilities the specialist care becomes weak and neglected, Patients with mild to moderate risks are transferred to Male’. This creates an imbalance in service utilization throughout the country with underutilized specialist services at island level and overutilization of services in Male’.</p> <p>In this context and in line with the national Strategic Action Plan, Kulhudhuffushi Regional Hospital (KRH) is a main health hub in the northern region covering the populations of H.Dh, H.A and Sh. Atolls, with the population of more than 63,000, UNFPA is supporting H.Dh regional hospital to set up the Sexual and Reproductive Health Unit as a one-stop for providing services. Kulhudhuffushi Regional Hospital has already identified the space to establish the services on the 1<sup>st</sup> floor of the Ufanveshi building adjacent to the main hospital.</p> <p>UNFPA is looking for suitable candidates to set-up the existing space including putting up partitions and finishing the SRH Unit as per the layout provided.</p>
Scope of work:  <i>(Description of services, activities, or outputs)</i>	<p>The contractor will be responsible to provide materials and manpower required for the physical changes as specified in this ToR</p> <p>Contractor is responsible to get approval of the materials used to complete the work from UNFPA prior to initiating the work.</p> <p><b>Task list</b></p> <p>To modify and bring physical changes to existing layout as per new layout of the allocated space for RH Centre in H.Dh Kulhudhuffushi Regional Hospital (see annex 1 for detailed floor plan with the changes highlighted)</p>

Physical changes to layout included in the Annex 1 are as follows:

1) **Build Partitions** using Soundproof Gypsum boards as follows:

2 Nos Partition with sliding door (Size Length 4267mm x Height 2921mm x thickness 75mm)

2 Nos Partition (Length 3048 mm x Height 2921mm x thickness 75mm)

1 Nos Partition with sliding door (Length 4877mm x Height 2921mm x thickness 75mm)

2 Nos Partition (Length 762mm x Height 2921mm x width 75mm)

2) **Build walls** as follows using quality and durable Sand lime bricks (calcium silicate bricks)

Build a wall (Length 4877mm x Height 1600mm x Thickness 125mm)  
– Store room

Extend an existing wall to (Length 913mm x Height 2388mm x Thickness 125mm) – Store room

Finish the walls with complete finishing by cement mortar and putty

3) **Fabricate and install** durable **aluminium sliding** doors, with horizontal, high-quality hardware and buffer devices guarantee that door opening, and closing is gentle, quiet, and safe. Stainless steel handlebar fitted with a aluminium door lock for each sliding door.

The measurement for 5 sliding doors as per annexed layout is as follows

4 Nos Sliding Door, Width 913 mm x Height 2921mm

1 Nos Sliding Door, Width 1016 mm x Height 2921mm

4) Fabricate and Install Wooden Doors with key operated multi-point lock system and doors closer (surface mount)

**3 Doors** as per annexed layout (D7)

**3 Doors** as per annexed layout (D8)

**3 Doors** as per annexed layout (D9)

5) **Remove the existing toilet seat** (refer Counselling room in annexed layout design)

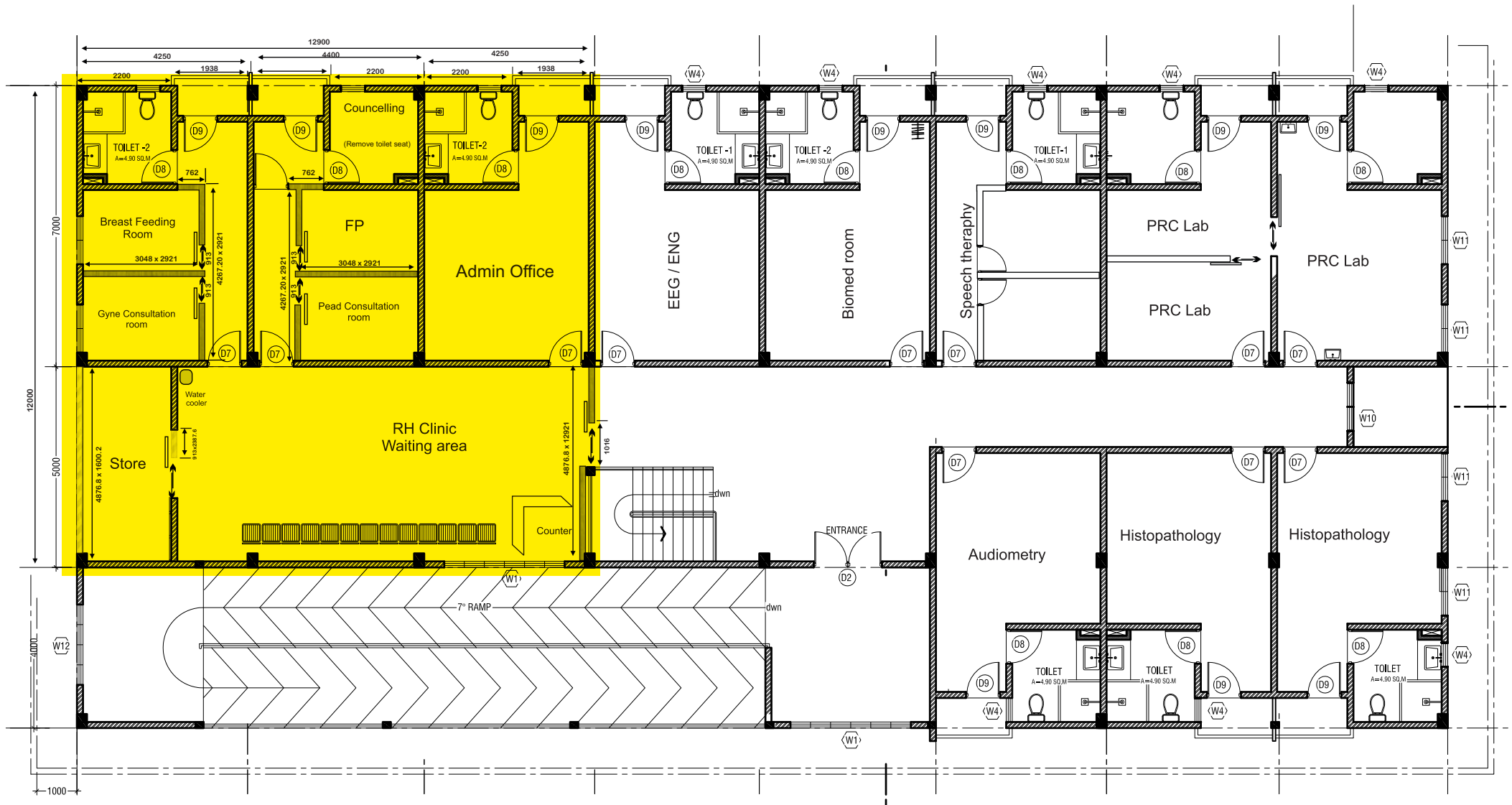
6) **Complete** the interior and exterior fittings and fixtures using own materials as follows:

- Complete partitions (as above)
- Painting of walls and partitions identified above. Paint should be fire resistant, waterproof(as per layout annexed)
- Plumbing work completed for the Counselling Room
- Brickwork and plastering in Store as per annexed layout
- Complete finishing of electrical work for the RH clinic : Install and test electrical connections including fuses, lights (LED), sockets

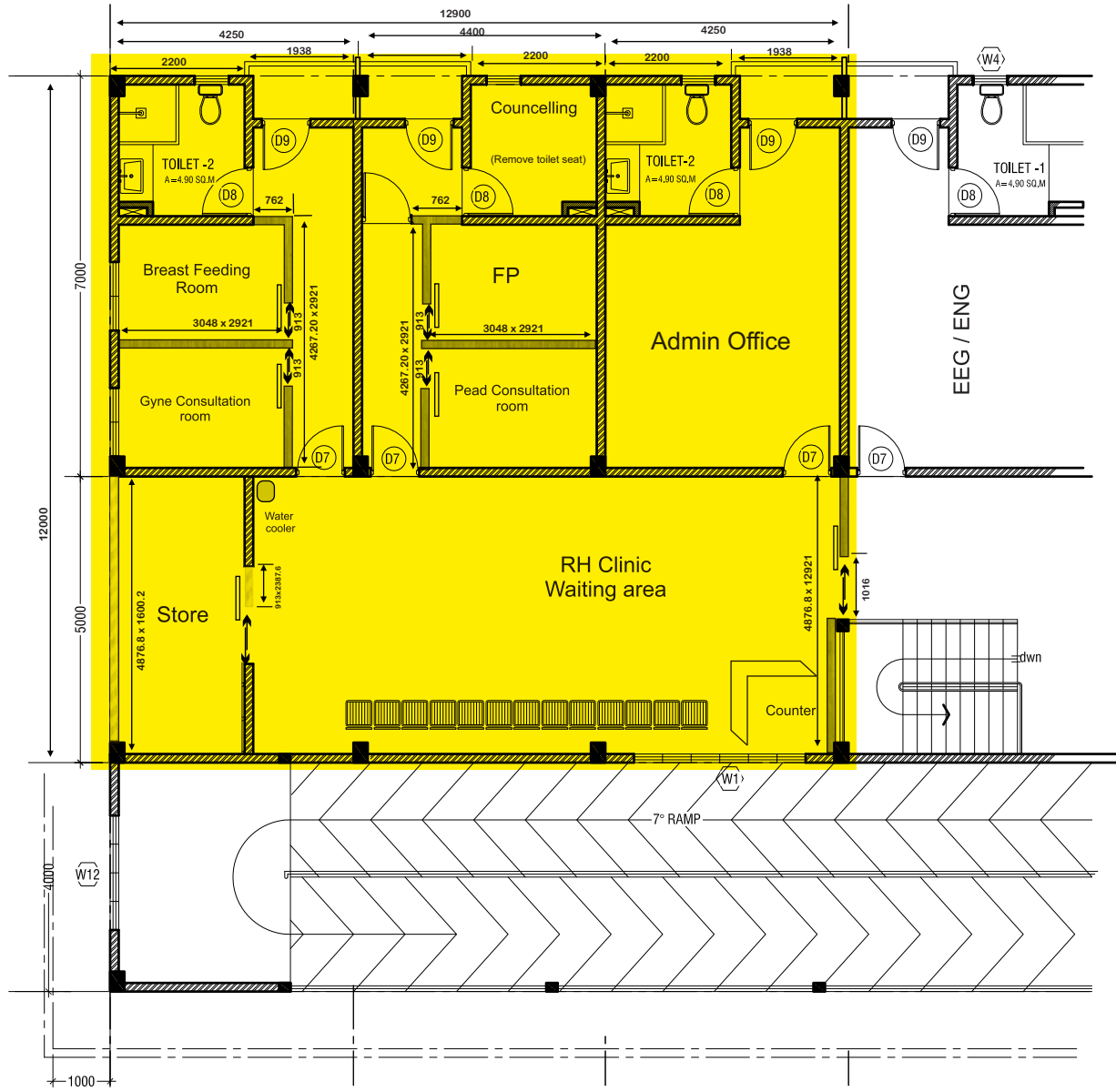
	<p>single gang, UK plug type, switches and wiring as per electrical standards, codes</p> <ul style="list-style-type: none"> <li>● Procure and Install (5 Nos) AC units (9000) as follows, as per annexed layout <ul style="list-style-type: none"> <li>(1Nos) in Counselling room</li> <li>(1 Nos), in Breast feeding room</li> <li>(1Nos), in Gynaecology consultation room</li> <li>(1 Nos),in Paediatrics consultation room</li> <li>(1 Nos),in Family planning room</li> </ul> </li> <li>● Procure and Install (2 Nos) AC units (12000) as follows as per annexed layout <ul style="list-style-type: none"> <li>(1 Nos) in Administrative Office</li> <li>(1 Nos) in the Store room</li> </ul> </li> <li>● Procure and Install (3 Nos) AC units (18000) as follows as per annexed layout <ul style="list-style-type: none"> <li>(1 Nos) in Administrative Office</li> <li>(2 Nos) in RH Clinic waiting Area</li> </ul> </li> </ul> <p>7) <b>Fix a curved reception counter</b>, size of the reception is a 1000mm x 1500mm. The reception counter fitted with a countertop and desktop approximately 38mm thick. as per Annex 1</p>
Duration and working schedule:	15 May to 15 June 2021
Work Location:	H.Dh Kulhudhuffushi Regional Hospital
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	Complete the layout changes and finishing as agreed with H.Dh Kulhudhuffushi Regional Hospital and UNFPA, complete the tasks to the approved quality by 15 June 2021
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>Layout changes will be managed by H.Dh Kulhudhuffushi Regional Hospital with regular updates provided to UNFPA</p> <p>Work will be monitored by UNFPA and timely update provided by H.Dh Kulhudhuffushi Regional Hospital</p>
Supervisory arrangements:	The contract will be managed by the UNFPA Country Office
Expected travel:	Not applicable (N/A)
Required expertise, qualifications, and	Previous experience in construction and similar renovations work

<p>competencies, including language requirements:</p>	
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p><b>H.Dh Kulhudhuffushi Hospital</b></p> <ul style="list-style-type: none"> <li>● Allocate a space to refurbish RH friendly space on 1<sup>st</sup> Floor of Ufanveshi building</li> <li>● Approved materials</li> <li>● Timely monitoring of the progress of the work</li> <li>● Approve the finishing</li> <li>● Approve fixtures</li> <li>● Provide timely update of the progress in writing to MoH and UNFPA</li> </ul> <p><b>UNFPA Maldives:</b></p> <ul style="list-style-type: none"> <li>● Monitor and facilitate the progress of the assignment.</li> <li>● Review and provide comments to the deliverables in a timely manner.</li> <li>● Facilitate necessary contacts.</li> <li>● Provide timely feedback</li> <li>● Settle payment the vendor as specified in the terms of payments</li> </ul>
<p>Other relevant information or special conditions, if any:</p>	<p>The other conditions that may apply in the undertaking of the assignment include:</p> <p><b>Payment terms and invoicing details</b> Once the setup is complete as per the scope of the assignment and verified and confirmation of receipt of services to the satisfaction of H.Dh Kulhudhuffushi Regional Hospital UNFPA shall process the payment to the contractor.</p> <p><b>Expected outcomes</b> All Changes made to the layout as detailed in the layout design (annexed) Complete the finishing of the space allocated for RH centre Task completed on time</p> <p><b>Ownership of output:</b> H.Dh Kulhudhuffushi Regional Hospital, Government of Maldives</p>

ANNEX: Floor plan provided by H.Dh Kulhudhuffushi Regional Hospital



- Wall
- Partition
- Existing wall



- Wall
- Partition
- Existing wall