



ISLAMIC REPUBLIC OF AFGHANISTAN  
MINISTRY OF PUBLIC HEALTH

Project Name:  
Afghanistan COVID-19 Emergency Response and Health Systems Preparedness Project in  
Paktia province

(Project ID: P173775)  
(Grant ID: D5930-AF)

Contract No: AFG/MoPH/GCMU/COVID-19/24  
Amendment-2

Lump-Sum  
CONTRACT FOR CONSULTANT'S SERVICES  
DIRECT SELECTION

Between

Ministry of Public Health (MoPH)

and

HEWAD RECONSTRUCTIONS HEALTH AND HUMANITARIAN ASSISTANCE  
COMMITTEE (HEWAD)/Norwegian Afghanistan Committee (NAC)

Funded by:  
International Development Association (IDA)

Dated: November 2020



This CONTRACT (hereinafter called the "Contract") was made on **May 02, 2020**, between, on the one hand, *the Ministry of Public Health (MoPH)* (hereinafter called the "Client") located at *Great Massoud Square, Kabul, Afghanistan* and, on the other hand, a Joint Venture (JV) (*HEWAD RECONSTRUCTIONS HEALTH AND HUMANITARIAN ASSISTANCE COMMITTEE (HEWAD)/Norwegian Afghanistan Committee (NAC)*) consisting of the following entities, each member of which will be jointly and severally liable to the Client for all the Service provider's obligation under this Contract, namely, *HEWAD* and *Norwegian Afghanistan Committee (NAC)* (hereinafter called the "Consultant or Service provider"), was amended on September 20, 2020 and is hereby amended (amendment-2) on *November 03 2020* as under:

**I. AMENDMENTS IN THE SPECIAL CONDITIONS OF CONTRACT (SCC):**

The following special conditions of contract shall constitute an amendment of, and supplement to the General Condition of initial contract. Whenever there is conflict, the provisions herein shall prevail over those in the General Conditions of initial contract and amendment-1.

11.1	The date on which this amendment shall come into effect is <b>November 03, 2020</b>												
14.1	<p>This clause replaces the earlier 14.1:</p> <p>The period of this contract amendment will be till <b>March 31, 2024</b>.</p> <p><b>Note 1:</b> This contract amendment-2 includes the second six-month project work plan with the related cost. For the remaining period, the work plan and its related costs shall be agreed by both parties during the implementation of the second six-month and subsequent years, subject to availability of funds and satisfactory performance of the service provider; contract will be amended (as and when required) to cover the costs for the consecutive years as per respective work plans; accordingly, the work plan and ToR will be revised on semi-annual or yearly basis.</p> <p><b>Note 2:</b> In case of need during the implementation of the project (the second six-month), the current scope of work (ToR) would be modified (increased or decreased), subject to availability of fund and satisfactory performance of the consultant; in such case the work plan will also be revised accordingly.</p>												
38.1	<p>This clause replaces the earlier 38.1:</p> <p>The new contract ceiling amount for the 12 months is: <b>(AFN 124,361,389) one hundred twenty-four million three hundred sixty-one thousand three hundred eighty-nine Afghani only;</b></p> <p><b>i.</b> Contract Price for COVID-19 EMERGENCY Response and Health Systems Preparedness Project is:</p> <table data-bbox="347 1413 1501 1503"> <tr> <td>a. COVID-19 contract price for the first 6-month:</td> <td><b>AFN 61,000,000</b></td> </tr> <tr> <td>b. COVID-19 contract price for the second 6-month under amendment-2:</td> <td><b>AFN 52,055,808</b></td> </tr> <tr> <td>c. COVID-19 contract price for 12-month (c=a+b):</td> <td><b>AFN 113,055,808</b></td> </tr> </table> <p><b>ii.</b> Contingency fund (10%) of contract price is:</p> <table data-bbox="347 1547 1501 1637"> <tr> <td><b>d. Contingency fund for the first 6-month:</b></td> <td><b>AFN 6,100,000</b></td> </tr> <tr> <td>e. Contingency fund for the second 6-month-available for utilization under amendment-2:</td> <td><b>AFN 5,205,581</b></td> </tr> <tr> <td>f. Contingency fund for 12-month (f=d+e):</td> <td><b>AFN 11,305,581</b></td> </tr> </table> <p>The contingency fund to be reimbursed according to the item under (Para E Contingency fund) of the ToR incorporated in this contract amendment</p> <p><b>iii.</b> The new contract ceiling amount (iii=c+f) <b>AFN 124,361,389</b></p> <p>All above costs are fixed inclusive of local direct taxes and exclusive of local indirect taxes.</p> <p>Contract will be amended (as and when required) to cover the costs for the consecutive years as per respective work plans; accordingly, the work plan and ToR will be revised on semiannual or yearly basis.</p>	a. COVID-19 contract price for the first 6-month:	<b>AFN 61,000,000</b>	b. COVID-19 contract price for the second 6-month under amendment-2:	<b>AFN 52,055,808</b>	c. COVID-19 contract price for 12-month (c=a+b):	<b>AFN 113,055,808</b>	<b>d. Contingency fund for the first 6-month:</b>	<b>AFN 6,100,000</b>	e. Contingency fund for the second 6-month-available for utilization under amendment-2:	<b>AFN 5,205,581</b>	f. Contingency fund for 12-month (f=d+e):	<b>AFN 11,305,581</b>
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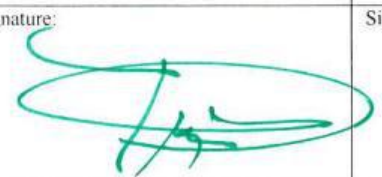


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**41.2** The following table is added to the payment schedule of amended-1:

# of installment	Due date for submission of progress activity report and invoices	Amount and Percentage of the contract price (mentioned in bullet i of SCC 38.1)	Deliverables
1st installment	Jadi 21, 1399 (Jan 10, 2021)	Forty percent (40%) of the contract amendment-2 price (mentioned in bullet i (b) of SCC 38.1)	1-Upon submission and acceptance of November and December 2020 (monthly) activity reports. 2-This installment will be made full payment and then adjusted in the 3 <sup>rd</sup> installment based on the TPM verification report.
2nd installment	Hamal 21, 1400 (April 10, 2021)	Thirty percent (30%) of the contract amendment-2 price (mentioned in bullet i (b) of SCC 38.1)	1-Upon submission and acceptance of January, February and March 2021 (monthly) activity reports. 2-This installment will be made full payment and then adjusted in the 3 <sup>rd</sup> installment based on the TPM verification report.
3rd (final) installment	Saratan, 1400 (July, 2021)	Thirty percent (30%) of the contract amendment-2 price (mentioned in bullet i (b) of SCC 38.1)	1-Upon submission of April 2021 (monthly) activity report and end of project report (the second six-month) accepted by MoPH. 2-This instalment will be made after due verification by the TPM. 3-After verification by the TPM; Excessive costs if any given during the 1 <sup>st</sup> and 2 <sup>nd</sup> instalments will be adjusted in this instalment.

**All other terms and conditions of the original contract and amendment-1 remained the same.**

Prepared by	Aeraj Feroz	Sr. Grant Management Specialist, GCMU/MoPH	Signature: 
Checked by	Dr. Niaz Mohammad Naeb	Acting Head of GCMU/MoPH	Signature: 
Attested by	Mr. Adillyar Shekib,	Procurement Director of MoPH	Signature: 
Reviewed by	Mr. Hamed Hameedi	Sr. Procurement and Finance Advisor to the Minister	Signature: 

For and on behalf of <b>Ministry of Public Health</b>	For and on behalf of each member of JV <b>HEWAD/NAC</b>	
<b>Ahmad Jawad Osmani</b> Acting Minister of Public Health	<b>Dr. Mohammad Jan Sherzai</b> Health Program Coordinator, <b>HEWAD (lead)</b>	<b>Sayed Ehsan</b> Deputy Country Director/ Director of Support Services, <b>NAC</b>
Signature: 	Signature: 	Signature: 

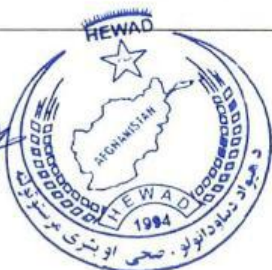


**تعدیل شماره دوم قرارداد کوید-19 تحت پروژه ERHSP ولایت پکتیا**

این قرارداد (که از این به بعد به نام "قرارداد" یاد می شود) بتاريخ 2 ماه می 2020 فی مابین، از یک جانب، وزارت صحت عامه (که از این به بعد به نام "مشرتی" یاد می شود) و در چهار راهی مسعود بزرگ، کابل، افغانستان موقعیت دارد و از جانب دیگر، مشارکت (HEWAD/NAC) که مشتمل بر نهادهای ذیل، که هر عضو آن مشترکاً و بصورت انفرادی در قبال مشتری نسبت به تمام مقتضیات این قرارداد مسول خواهند بود که عبارت اند از HEWAD Reconstructions Health And Humanitarian Assistance Committee (HEWAD) و Norwegian Afghanistan Committee (NAC) (که از این به بعد به نام "مشاور" یاد می شود) به امضا رسیده است و بتاريخ 20 سپتمبر 2020 تعدیل (تعدیل شماره اول) گردیده است، اینک به تاریخ 3 نومبر 2020 ذیلاً تعدیل (تعدیل شماره دوم) میگردد: شرایط خاص قرارداد که ذیلاً تذکر رفته است، تعدیل گردیده و متممه شرایط عمومی قرارداد اصلی میباشد. هر زمانیکه تناقض موجود بود این ماده بر ماده های که در شرایط عمومی قرارداد اصلی و تعدیل شماره اول ذکر شده برتری دارد.

11.1	این تعدیل سر از تاریخ 03 نوامبر 2020 قابل اعتبار میباشد
14.1	<p>این فقره جاگزین فقره قبلی 14.1 میباشد.</p> <p>مدت زمان این تعدیل قرارداد الی 31 مارچ 2024 میباشد.</p> <p>نوت-1: این تعدیل دوم قرارداد شامل پلان کاری و بودجه مربوطه برای شش ماه دوم پروژه میباشد.</p> <p>برای مدت زمان باقیمانده قرارداد، پلان کاری و بودجه مربوط به آن در جریان تطبیق شش ماه دوم و سال های بعدی با توافق هر دو جانب، مشروط بر موجودیت بودجه و اجراءات قناعت بخش تطبیق کننده؛ قرارداد (در صورت لزوم) تعدیل خواهد گردید تا بر مبنی آن بودجه برای سالهای بعدی مطابق به پلان کاری تحت پوشش قرار خواهد گرفت، مطابق به آن لایحه وظایف و پلان کاری پروژه بصورت شش ماه و یا سالانه بازنگری خواهد شد.</p> <p>نوت-2: بنابر نیازمندی در جریان تطبیق شش ماه دوم ساحه کاری (ToR) این پروژه با در صورت موجودیت بودجه و اجراءات قناعت بخش تطبیق کننده، تعدیل (توسعه یا کاهش) خواهد یافت، که درین صورت مطابق آن پلان کاری نیز بازنگری خواهد گردید.</p>
38.1	<p>این فقره جاگزین فقره قبلی 38.1 میباشد.</p> <p>مقدار سقف جدید قرارداد برای 12 ماه مبلغ ( 124,361,389 افغانی) یک صد و بیست و چار ملیون و سه صد و شصت و یک هزار و سه صد و هشتاد و نه افغانی است.</p> <p><b>i. قیمت قرارداد برای پروژه پاسخ دهی عاجل و آماده سازی صحنی کوید-19:</b></p> <p>a. قیمت قرارداد کوید-19 برای شش ماه نخست: 61,000,000 افغانی</p> <p>b. قیمت قرارداد کوید-19 برای شش ماه دوم تحت تعدیل شماره دوم: 52,055,808 افغانی</p> <p>c. قیمت قرارداد برای 12 ماه (c=a+b): 113,055,808 افغانی</p> <p><b>ii. بودجه احتیاطی (10 فیصد) قیمت قرارداد:</b></p> <p>d. بودجه احتیاطی برای شش ماه نخست: 6,100,000 افغانی</p> <p>e. بودجه احتیاطی برای شش ماه دوم-که تحت تعدیل شماره دوم قابل استفاده میباشد: 5,205,581 افغانی</p> <p>f. بودجه احتیاطی برای 12 ماه (f=d+c): 11,305,581 افغانی</p> <p>این بودجه احتیاطی مطابق به فقره پاراگراف E بودجه احتیاطی که در لایحه کاری تذکر رفته است قابل پرداخت میباشد.</p> <p><b>iii. قیمت جدید سقف قرارداد (iii=c+f) (124,361,389 افغانی) یک صد و بیست و چار ملیون و سه صد و شصت و یک هزار و سه صد و هشتاد و نه افغانی است.</b></p> <p>تمامی قیمت های فوق الذکر شامل تکس های مستقیم داخلی بوده و تکس های داخلی غیر مستقیم در آن شامل نمیشود.</p> <p>قرارداد (در صورت لزوم) تعدیل خواهد گردید تا بر مبنی آن بودجه برای سالهای بعدی مطابق به پلان کاری تحت پوشش قرار خواهد گرفت، مطابق به آن لایحه وظایف و پلان کاری پروژه بصورت شش ماه و یا سالانه بازنگری خواهد شد.</p>

2021 1301  
جمهوری اسلامی افغانستان  
وزارت صحت عامه  
ادارت تنظیم و اجرای قراردادها  
Ministry of Health  
Procurement Department  
Grant, Tender and Contracts  
Management



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41.2	جدول ذیل در تقسیم اوقات پرداخت تعدیل شماره اول علاوه گردید:		
	تعداد اقساط	تاریخ تسلیم دهی	مقدار و فیصدی قیمت قرارداد (درقسمت i شرایط خاص قرارداد تحت شماره 38.1 تذکر رفته است)
	قسط اول	21 جدی 1399 ) 10 جنوری 2021	40% قیمت تعدیل شماره دوم قرارداد (درقسمت i(b) شرایط خاص قرارداد تحت شماره 38.1 تذکر رفته است)
	قسط دوم	21 حمل 1400 ) 10 اپریل 2021	30% قیمت قرارداد (درقسمت i(b) شرایط خاص قرارداد تحت شماره 38.1 تذکر رفته است)
	قسط سوم	سرطان 1400 ) (جولای 2021)	30% قیمت قرارداد (درقسمت i(b) شرایط خاص قرارداد تحت شماره 38.1 تذکر رفته است)

تمام مواد و شرایط دیگر قرارداد اصلی به عین شکل باقی میماند و قابل اجرا میباشد.			
امضا	مشاور ارشد مدیریت قرارداد ها	داکتر ایرج فیروز	ترتیب شده توسط
امضا	سرپرست آمریت خدمات مشورتی و تنظیم کمک ها	داکتر نیاز محمد نائب	بررسی شده توسط
امضا	ریس تهیه و تدارکات وزارت صحت عامه	عادلپار شکیب	تایید شده توسط
امضا	مشاور ارشد مالی و تدارکاتی مقام وزارت	حمید حمیدی	مرور شده توسط

از جانب وزارت صحت عامه		از جانب و به نماینده گی از هر طرف مشارکت (JV) HEWAD/NAC	
امضا	احمد جواد عثمانی سرپرست وزارت صحت عامه	امضا	داکتر محمد جان شیرزی هم آهنگ کننده برنامه صحتی موسسه HEWAD (به عنوان مشاور رهبر یا lead)
امضا		امضا	سید احسان معاون ریس موسسه / ریس خدمات حمایتی موسسه NAC



1391 2012  
جمهوری اسلامی افغانستان  
وزارت صحت عامه  
رئیس هیئت مدیره  
آمریت تنظیم کمکها و خدمات مشاوره  
Ministry of Public Health  
Procurement Department  
Grants & Service Contracts

II. AMENDMENTS IN APPENDICES: the following appendices are amended as:  
APPENDIX A: This appendix replaces the earlier appendix A (Terms of References):

## TERMS OF REFERENCE

### For the Afghanistan COVID-19 Emergency Response and Health System Preparedness Project (ERHSP), Project ID: (P173775)

#### A. Background

A cluster of pneumonia of unknown cause detected in Wuhan, China was first reported to the WHO Country Office in China on December 31, 2019. On February 11, 2020 the World Health Organization announced an official name for the disease that is causing the 2019 novel coronavirus outbreak, first identified in Wuhan China. The new name of this disease is coronavirus disease 2019, abbreviated as COVID-19. In COVID-19, 'CO' stands for 'corona,' 'VI' for 'virus,' and 'D' for disease. Formerly, this disease was referred to as "2019 novel coronavirus" or "2019-nCoV".

This virus was first detected in Wuhan City, Hubei Province, China. The first infections were linked to a live animal market, but the virus is now spreading from person-to-person. It's important to note that person-to-person spread can happen on a continuum. The virus that causes COVID-19 seems to be spreading easily and sustainably in the community ("community spread") in some affected geographic areas. That is why CDC recommends that these patients be isolated either in the hospital or at home (depending on how sick they are) until they are better and no longer pose a risk of infecting others.

WHO announced COVID-19 outbreak a pandemic on March 11, 2020. As of today, Oct 17, 2020, around 40 million people have been infected in 213 countries and more than 1 million have died of the coronavirus and more than 29 million people have recovered.

Afghanistan has had around 40,000 confirmed cases of COVID-19, around 1500 have died and 33500 people have recovered (Coronavirus). Kabul province has the highest number of confirmed cases.

In response to this outbreak the MoPH has started some measures nationwide including establishing the Center for Combating Covid-19 in central level, headed by the Minister of Public Health. Also established committees at the central level on health services, planning, capacity building and support areas.

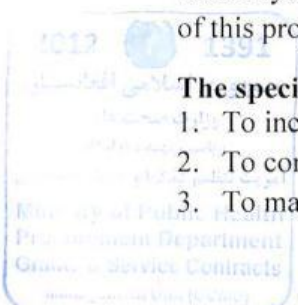
Considering the possibility of second wave of COVID-19 particularly in upcoming winter, the Ministry of Public Health planned to continue the NGOs contract under Afghanistan COVID-19 Emergency Response and Health System Preparedness project supporting by the World Bank.

#### OVERALL OBJECTIVES:

The overall objectives of the project are to protect our citizens from the spread of COVID-19; to respond and mitigate the threat posed by COVID-19 in Afghanistan and to strengthen national health systems preparedness and capacity to respond to public health emergencies. One of the aims of this project is to avoid disruption of BPHS/EPHS service delivery under Sehatmandi project.

#### The specific objectives of this project are:

1. To increase public awareness and promote healthy behaviors in regard to COVID-19
2. To conduct community surveillance and early detection of COVID-19 suspected cases
3. To manage and isolate cases of COVID-19 suspected and confirmed cases



4. To regularly supply oxygen, medicines, and other materials
5. To ensure proper screening of visitors/clients at points of entry which may include flights, road highways, main borders...etc.
6. To ensure infection prevention and control measures at the health facilities and community level

**B. Table-1, INDICATORS and TARGETS FOR SP:**

No	Indicators	Baseline	End Targets	Means of Verification	Timeline	Remarks
1	Percentage of samples transferred to Lab facilities from all suspected cases	0%	100%	Progress reports	Monthly	As per MoPH updated protocol
2	Percentage of identified contacts who are successfully traced	0%	70%	Progress reports	Monthly	
3	Percentage of active beds for management of COVID-19 severe cases	80%	80%	Progress reports	Monthly	
4	Percentage of active beds for management of COVID-19 critical cases	20 %	20 %	Progress reports	Monthly	
5	Number of technical staff (Health workers) recruited for COVID-19 project	Current	XX	Progress reports	Monthly	Disaggregated by profession and gender
6	Availability of equipment (both medical and non-medical) as per the specified guideline for managing of COVID-19	0	100%	Progress reports	Monthly	The medical equipment will be provided by UN
7	Number of people trained for COVID-19	0	XX	Progress reports	Monthly	Disaggregated by profession and gender
8	Percentage of HF's complying with IPC protocols		100%	Progress reports	Monthly	Verified by TPM
9	Proportion of population able to identify three key symptoms of COVID-19 and/or seasonal influenza and three personal prevention measures (as assessed by TPM)		50%	Progress reports	Monthly	Verified by TPM

**C. SCOPE OF SERVICES:**

Although the scope of the overall project is nationwide, this contract will cover the entire population of the Paktia province including returnees, Kochies and IDPs. The primary project beneficiaries will be infected people, at-risk populations, medical and emergency personnel as well as service providers (both public and private), medical and testing facilities staff. Staff of key



technical departments and provincial health offices will also benefit from the project as their capabilities increase through the strengthening institutional capacity of the MoPH.

The service provider will be involved in the national, provincial and district level mechanisms to combat the epidemic and support the structure and functions described by the MoPH at all these levels. The SPs are required to ensure proper staffing, training, and efficient logistics to functionalize the provincial and district level centers for combating corona virus epidemic.

- i. At Provincial Level: There is a provincial Center for Combating Corona virus, headed by the Provincial governor and/or Provincial Health director. The center will have four main functions a) health services, b) surveillance c) monitoring and risk communication; d) logistic/ finance support. The Service provider needs to be engaged actively in all four functions and work closely with the provincial center.
- ii. At District Level: At each district level, there should be one District Center (DC). District Hospital (DH) should be chosen preferably as DC; in locations where a DH is not available to serve as DC, a CHC+, CHC, or BHC should be selected. One technical staff (MD or nurse) preferably female to be deployed in each DC. The staff at DC to carry out key interventions including, medical consultation, screening, referral, risk communication, facilitate sampling of COVID-19 suspected cases, coordination between RRTs and COVID-19 hospital, reporting of surveillance data and other tasks instructed by his/her line manager.
- iii. The Rapid Response Team (RRT) to be functionalized per 300,000 population according to the MoPH instruction. All the SPs are required to ensure that RRTs are deployed to achieve key activities including: sample collection, contact tracing, and data entry, risk communication (case referral), transport of samples to lab site, and medical consultation of mild and moderate cases as well as establishing coordination with ambulance services for managing severe and critical cases.

The number of RRTs will be modified based on COVID-19 situation in the country or province. As such, the contract shall be amended accordingly.

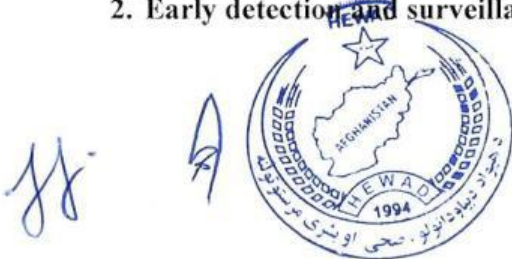
The RRT should have one MD, one Public Health graduate (preferred)/nurse and one lab technician (as per the MoPH developed Job Description for RRTs). Each RRT will be equipped with one vehicle/ or any other available transportation means, tablets for data entry purposes, essential diagnostic tools (infrared/thermometer, sphygmomanometer, stethoscope, pulse oximeter), and PPE kits. The SP is responsible to cover urban areas of each province by the same services through RRTs.

The details of tasks are explained below:

### **1. Risk Communication (Public awareness and promotion of healthy behaviors)**

The service provider should maintain proper communication with the entire population to update them on the existing facilities, where they should attend if they have any problems, who to call if they have problem and how/ why to change their behavior to protect themselves and others around them. Using available channels to establish two-way communication with the people is the priority required from the Service Providers. The SP should follow the updated risk communication SoP/Guideline provided by MoPH related to COVID-19. In addition, the SPs shall distribute functional contact details of RRTs with those who need assistance at community level.

### **2. Early detection and surveillance of cases at community level:**





- i. **Passive surveillance:** All health facilities are responsible to report immediately any suspected cases that match with the case definition of COVID-19 to related RRTs.
  - ii. **Contact tracing:** Contact tracing shall be done to identify suspected secondary contact cases and in case of developing signs and symptoms with immediate evacuation.
  - iii. **Follow up of people in home quarantine:** The service provider to follow the suspected people at their residence and provide health education through RRTs and CHWs network as per the quarantine guideline of MoPH which include home quarantine guidance. In case of developing any signs and symptoms to be referred to COVID-19 ward/hospital.
  - iv. **Taking samples and transfer it to the nearest reference lab facility:** The SPs need to take samples from suspected cases (as per the MoPH developed operational procedures for laboratory) at health facilities/community level and transfer them to nearest reference lab for Covid-19 testing and follow up of their results.
3. **To manage and isolate COVID-19 suspected and confirmed cases:** The SP is responsible to deliver essential health care services to the people who are infected with COVID-19. Maintain/operationalize COVID-19 ward/hospital for severe and critical cases. The MoPH has already provided the infrastructures in the province; the SP will be responsible to rationalize staffing based on HR plan, beds, and running the ward/hospital. The need for increasing/decreasing number of beds shall be subject to certain criteria which will be determined by the MoPH. As per the MoPH guideline, the mild and moderate COVID-19 cases should be advised to stay at their home and the SP should trace their contacts. Moreover, SP needs to refer severe and critical suspected cases directly to COVID-19 hospitals for further case management based on hospital SoPs for COVID-19 cases
4. **To regularly supply oxygen, medicines, and other materials:**
- a. The SP should develop a comprehensive plan to supply the COVID-19 ward/hospital RRTs and DCs on regular basis.
  - b. The SP is responsible to provide the required amount of oxygen to COVID-19 ward/hospital (for severe and critical patients) based on need and circumstances.
  - c. The SP is responsible to supply required medicines to all the COVID-19 wards/hospitals. This shall be applicable until the medicine supplies are carried out by UNICEF. However, the necessary equipment will be provided by MoPH through UN agency.
  - d. Service provider will supply medical materials/consumables and other logistics required for COVID-19 patients rather than purchased by UN agency.
  - e. The SP is responsible to provide heating materials (winterization supplies) for COVID-19 ward/hospital.
5. **To ensure proper screening of visitors/clients at points of entry which may include flights, road highways, main borders:** This intervention shall be implemented in accordance with the MoPH Screening Guideline which has been adopted based on International Health Regulation (IHR-2005).
6. **Infection prevention and control measures at health facility level:** The COVID-19 outbreak could last for a long time at community level. Depending on the severity of the outbreak, the SP may recommend community actions to help keep people healthy, reduce exposures to COVID-19, and slow down the spread of the disease.

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The SP should make sure that infection prevention and control measures are taken in both health facility (COVID-19 and BPHS/EPHS), and community levels. The SP should develop a plan for cascading of IPC training and monitoring the implementation of IPC at RRTs and COVID-19 hospital/ward. In addition, all health personnel should practice IPC protocols.

The SP is responsible to ensure the IPC materials and supplies are available in COVID-19 ward/hospital as well as for RRTs. However, IPC materials and supplies will be provided to BPHS/EPHS health facilities through Sehatmandi Project.

- i. **COVID-19 Facility Level Infection Prevention and Control (IPC):** Triage, applying standard precautions for all patients (which includes hand hygiene, respiratory hygiene, rational use of PPE kits, safe disposal of all types of wastes, environmental cleaning, and sterilization of patients care equipment), Administrative controls (based on MoPH developed guideline).
  - ii. **Community level infection prevention and control:** The SPs need to supervise and monitor the implementation of community level measures decided by the MoPH at their respected communities including social distancing, home quarantine, management of dead bodies, movement restrictions...etc.
7. **To enhance capacity of health care providers:** The SP is responsible to cascade all capacity building activities at COVID-19 wards and hospitals as well as RRTs. These may include potential training events needed to train COVID-19 staff.
  8. Service provider will supply the medical materials, consumable and other logistics required for COVID-19 patients rather than purchased by UN agency as per Para-L.
  9. Service provider shall provide remuneration, risk& other benefits and food allowance as defined by the approved guideline.
  10. Service provider shall budget running cost - including minor renovations and maintenance of the COVID-19 wards/hospitals.
  11. MoPH Guidelines for COVID-19 case management, referral, and contact tracing, IPC, home Quarantine...etc. shall be implemented accordingly.

Table-2: Beds, RRTs and DCs profile.

Province	Name & Location of Hospital/Ward	# of Beds	# of RRTs	# of District Centers (DC)
Paktia	Compound of Regional Hospital	50 beds	3	12

**D. Contingency fund:**

Considering the possibility of 2<sup>nd</sup> Wave of COVID-19 in Afghanistan, the COVID-19 might be increased dramatically. The country may face with public health challenges and related emergencies. Therefore, the SP shall be required to allocate a 10% budget from the total contract amount to respond the COVID-19 emergency as contingency fund.

This allocated contingency fund will be released based on the Service Provider request/proposal and MoPH/GCMU prior approval as per the need during the contract execution. Based on COVID-19 spreading in the province, the Service Provider needs to prepare a specific work plan including indicators to be tracked during implementation/utilization of the contingency funds.

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## E. LOCATION AND DURATION OF SERVICES

The above-mentioned services will be delivered to the entire population in Paktia province, including returnees, Kochies, prisoners, and IDPs.

The original contract for the period of (47) months which began on May 3<sup>rd</sup>, 2020 till March 31<sup>st</sup>, 2024 would include the second 6-month budget and work-plan (effective from November 03, 2020 till May 02, 2021).

For the remaining period of the contract, the work plan and its related cost shall be agreed by both parties during the implementation of the second six months of the project, subject to availability of fund and satisfactory performance of the service provider.

## F. COMPLIANCE WITH TECHNICAL GUIDELINES

In carrying out the services described above, the service provider will comply with MoPH protocols/guidelines (which might be updated from time to time) for managing COVID-19 (screening of travelers, registration, referral, mobile surveillance, taking/transferring samples, PPE kits, contact tracing, home quarantine and case management, lab safety procedures and safe disposal of waste and burial...etc.).

## G. QUALIFICATIONS OF KEY PROFESSIONAL STAFF:

The service provider shall be required to ensure the availability of full-time professional key staff with the minimum qualifications and experiences described below:

**Table-3, Qualifications and Experiences of key professional staff:**

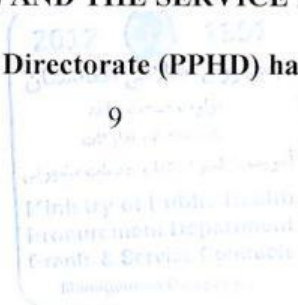
Education	Adequacy for the assignment
<b>Technical Manager (K1)</b>	
MD/equivalent medical degree from university certified by relevant higher education authority in Afghanistan or other countries.	At least two-years full time experience in managing of provincial health projects/ Technical health positions (after graduation from university)
<b>Financial Officer (K2)</b>	
At least DBA or equivalent in the field of finance.	At least one-year full time experience in positions of accounting and finance after graduation

## H. DATA, SERVICES, AND FACILITIES PROVIDED BY THE CLIENT

The Client (MoPH) will provide the Service Provider with the following inputs: (i) relevant available information about COVID-19. (ii) all MoPH health facilities in the provinces; (iii) copies of standard reporting and recording forms; (iv) access to MoPH training courses; (v) technical assistance when needed, including opportunities to discuss results with the MoPH relevant departments; (vi) where appropriate, coordinate visits to intervention areas of other Service Provider doing similar work in the country and (vii) The funds to cover all the services defined in the ToR. (viii) A copy of the necessary documents regarding policies, strategies and other required information will be provided to the Service Provider.

## I. AUTHORITY AND RESPONSIBILITIES OF MoPH (GCMU, PMO, PPHD AND TECHNICAL DEPARTMENTS) AND THE SERVICE PROVIDER:

I.1. The Provincial Public Health Directorate (PPHD) has the following responsibilities:



1. Monitoring and supervision of the project.
2. To review the technical report of the Service Provider and provide required feedback.
3. Ensure effective coordination of all health providers such as MoPH, Service Provider, Private sector, UN agencies and other sectors at the Province level.
4. The MoPH/PPHD will provide the space for hospital settings if required.
5. Ensure effective coordination of community surveillance system.

**I.2. MoPH through the GCMU/PMO has the following responsibilities:**

1. GCMU will follow the adherence of the contract terms signed between Service Provider and the MoPH.
2. Provision of technical assistance to SP.
3. Conduct performance management missions to monitor the work and performance of the Service Provider.
4. Review project technical reports submitted by the Service Provider and provide necessary feedback.
5. Convene meetings to discuss and resolve issues related to Afghanistan COVID-19 Emergency Response and Health System Preparedness Project implementation and other issues under scope of services
6. Sharing update policies and strategies with the Service Provider along with all revised technical guidelines
7. Process the payments in close coordination with Development Budget Department (DBD)/MoPH to the implementing partners
8. Facilitate the Service Provider communication with MoPH departments

**I.3. MoPH Technical Departments (TDs) have the following responsibilities:**

1. Attend Joint monitoring Missions together with GCMU/PMO
2. Provide technical assistant to service providers' staff on technical guidelines and/ or changes in guidelines.
3. Review information and data associated with COVID-19 and provide regular feedback on weekly basis

**I.4. The Service Provider has the following responsibilities:**

1. The SP is responsible to transport specimen from district and province to nearest reference laboratory
2. The Service Provider will have sole discretion in the procurement of drugs, supplies, equipment, and other resources needed to meet contractual obligations except for items being supplied by UN Agencies.
3. The Service Provider will enjoy sole discretion in the recruitment, posting, disciplining, and termination of staff paid for under this contract
4. Ensure transparency and accountability by sharing the project plan and the progress made with stakeholder at different levels.
5. Cooperate with any monitoring and evaluation processes authorized by the MoPH/ GCMU/PMO and Third-Party Monitor.
6. Resolve any deficiencies that are reasonably pointed out by the MoPH/GCMU/PMO
7. Cascade all trainings conducted by WHO/UNICEF to relevant staff of COVID-19

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8. The Service Provider will technically support and actively participate in related provincial sub-committees
9. The Service Provider should actively participate in all joint monitoring visits of the COVID-19 activities
10. The Service Provider must respond to MoPH-GCMU/PMO communications on timely basis by an authorized person(s) through proper channel
11. The service provider should pay salary to the staff (health worker and supportive staff) involved in managing COVID-19 based on the Government's approved guidelines which included all benefits.
12. The service provider to pay death benefits to the family of staff (health worker and supportive staff) involved in managing COVID-19 based on the Government's approved guidelines.

**J. REPORTING REQUIREMENTS AND SCHEDULE FOR SUBMISSION**

The Service Provider will provide MoPH with the following reports which are also deliverables of the contract:

1. Daily reporting as per the surveillance guideline of COVID-19 through DHIS2 from COVID-19 ward/hospital, RRTs and district centers.
2. Monthly Activity Progress Report (the SP shall submit till 10<sup>th</sup> of next month).
3. Quarterly Financial Report.
4. Submission of the End of Project Report (EPR) one month after completion of the contract.
5. The Service Provider will provide any other reports as needed to the MoPH.



APPENDIX D: The following is added to the appendix D of the original contract (Breakdown of Contract Price):

**FORM FIN-2 SUMMARY OF FINANCIAL PROPOSAL under Contract Amendment-2**

Cost of the Financial Proposal	{Insert Foreign Currency}	{Insert Local Currency}
(1) Remuneration		AFN 29,392,000.00
(2) Reimbursable		AFN 20,184,960.00
(3) Admin cost (5% of 1+2)		AFN 2,478,848.00
(4) Total of Remuneration and Reimbursable and admin cost (4=1+2+3)		AFN 52,055,808.00
(5) Contingency Fund (5=10% of 4)		AFN 5,205,581.00
(6) Total Cost of the Financial Proposal (6=4+5):		AFN 57,261,389.00

{Should match the amount in Form FIN-1}

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 مکتب عامه وزارت  
 Ministry of Public Health  
 Procurement Department  
 Center for Services Procurement



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**FORM FIN-3 BREAKDOWN OF REMUNERATION**

No.	Name	Position	Number of staff in this position	Person-month Remuneration Rate	Time Input in Person/Month	{Currency - as in FIN-2}	{Local Currency- as in FIN-2}
<b>Key Experts</b>							
K-1	Dr. Abdul Hakeem Quraishi	Technical Manager K1	01	[Home] 100,000.00 AFN	06 Months		600,000.00 AFN
K-2	Fazal Karim Zadran	Financial Officer K2	01	[Home] 70,000.00 AFN	06 Months		420,000.00 AFN
<b>Non-Key Experts</b>							
N-1	TBD- 03 persons	Medical Doctor	03	[Home] 40,000.00 AFN	03 Persons x6 M = 36 Months		720,000.00 AFN
N-2	TBD- 03 persons	Public health graduate or Nurses for 03 Sites	03	40,000.00 AFN	03 Persons x6 M = 36 Months		720,000.00 AFN
N-3	TBD- 03 persons	Lab rant	03	40,000.00 AFN	03 Persons x6 M = 36 Months		720,000.00 AFN
N-4	TBD- 01 persons	Hospital Director	01	100,000.00 AFN	06 Months		600,000.00 AFN
N-5	TBD- 01 persons	Medical Director	01	80,000.00 AFN	06 Months		AFN 480,000.00
N-6	TBD- 02 persons	Medical Specialist	02	80,000.00 AFN	06 Months		AFN 960,000.00



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N-7	TBD- 08 persons	MD	08	70,000.00 AFN	08 Persons x6 M = 60 Months	AFN 3,360,000.00
N-8	TBD- 01 persons	Sonologist	01	40,000.00 AFN	06 Months	AFN 240,000.00
N-9	TBD- 01 persons	QA (Quality Assurance staff) Officer (MD)	01	50,000.00 AFN	06 Months	AFN 300,000.00
N-10	TBD- 02 persons	Head Nurse	02	50,000.00 AFN	02 Persons x6 M = 12 Months	AFN 600,000.00
N-11	TBD- 10 persons	ICU Nurse	10	50,000.00 AFN	10 Persons x6 M =60 Months	AFN 3,000,000.00
N-12	TBD- 16 persons	Ward Nurse	16	50,000.00 AFN	16 Persons x6 M = 96 Months	AFN 4,800,000.00
N-13	TBD- 01 persons	X-Ray technician	01	AFN 40,000.00	06 Months	AFN 240,000.00
N-14	TBD- 01 persons	Ph. Tech	01	AFN 40,000.00	06 Months	AFN 240,000.00
N-15	TBD- 01 persons	Anesthesia Tech	01	AFN 40,000.00	06 Months	AFN 240,000.00
N-16	TBD- 03 persons	Lab. Tech	03	AFN 40,000.00	03 Persons x6 M = 18 Months	AFN 720,000.00
N-17	TBD- 01 persons	Admin	01	AFN 40,000.00	06 Months	AFN 240,000.00
N-18	TBD- 02 persons	Medical Record officer and Data Entry clerk	02	AFN 40,000.00	02 Persons x6 M = 12 Months	AFN 480,000.00
N-19	TBD- 01 persons	Procurement Officer	01	AFN 40,000.00	06 Months	AFN 240,000.00
N-20	TBD- 01 persons	Ad. Assistant	01	AFN 40,000.00	06 Months	AFN 240,000.00
N-21	TBD- 01 persons	Stock Keeper	01	AFN 40,000.00	06 Months	AFN 240,000.00



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N-22	TBD- 01 persons	Cashier	01	AFN 40,000.00	06 Months	AFN 240,000.00
N-23	TBD- 01 persons	HR. Asistant	01	AFN 40,000.00	06 Months	AFN 240,000.00
N-24	TBD- 02 persons	Ele/mechanic	02	AFN 40,000.00	02 Persons x6 M = 12 Months	AFN 480,000.00
N-25	TBD- 10 persons	Cleaner	10	AFN 25,000.00	10 Persons x6 M = 60 Months	AFN 1,500,000.00
N-26	TBD- 02 persons	Laundry	02	AFN 25,000.00	02 Persons x6 M = 12 Months	AFN 300,000.00
N-27	TBD- 02 persons	غسل	02	AFN 25,000.00	02 Persons x6 M = 12 Months	AFN 300,000.00
N-28	TBD- 02 persons	Tailor	02	AFN 25,000.00	02 Persons x6 M = 12 Months	AFN 300,000.00
N-29	TBD- 02 persons	Cook	02	AFN 25,000.00	02 Persons x6 M = 12 Months	AFN 300,000.00
N-30	TBD- 01 persons	Driver	01	AFN 25,000.00	01 Persons x6 M = 6 Months	AFN 150,000.00
N-31	TBD- 03 persons	Guard	03	AFN 25,000.00	03 Persons x6 M = 18 Months	AFN 450,000.00
N-32	TBD- 02 persons	Shift for Medical Specialist	02	AFN 200	02 Persons x6 M = 12 Months	AFN 72,400.00
N-33	TBD- 08 persons	Shift for Medical Doctor	08	AFN 200	08 Persons x6 M = 48 Months	AFN 289,600.00
N-34	TBD- 10 persons	Shift for Head Nurse, ICU Nurse and Ward Nurse	10	AFN 200	10 Persons x6 M = 60 Months	AFN 362,000.00
N-35	TBD- 14 persons	Female MD or Female Nurse	14	AFN 40,000.00	14 Persons x6 M = 72 Months	AFN 3,360,000.00
N-36	TBD- 01 persons	Project Officer	01	AFN 50,000.00	01 Persons x6 M = 6 Months	AFN 300,000.00
N-37	TBD- 01 persons	HEWAD Health Coordinator	01	AFN 25,000.00	01 Persons x6 M = 6 Months	AFN 138,000.00



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N-38	TBD- 01 persons	HEWAD Finance Manager	01	AFN 20,000.00	01 Persons x6 M = 6 Months	AFN 120,000.00
N-39	TBD- 01 persons	Health Program Officer	01	AFN 15,000.00	01 Persons x6 M = 6 Months	AFN 90,000.00
<b>Sub Total Costs</b>						
<b>Admin Cost 5%</b>						
<b>Grand Total of Remuneration</b>						
						AFN 29,392,000.00
						AFN 1,469,600.00
						AFN 30,861,600.00

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**FORM FIN-4 BREAKDOWN OF REIMBURSABLE EXPENSES under Contract Amendment-2**

N°	Type of Reimbursable Expenses	Unit	Unit Cost	Quantity	Frequency	{Currency - as in FIN-2}	{Local Currency- as in FIN-2}
<i>Operation support cost for COVI-19 ward</i>							
1	Stationary(Toner,A4 paper, Pens, pencil, note books and calculator)	Monthly	AFN 25,000.00	1	6		AFN 150,000.00
2	Generator fuel	Monthly	AFN 125,000.00	1	6		AFN 750,000.00
3	Electricity charges	Monthly	AFN 50,000.00	1	6		AFN 300,000.00
4	Communication cost ( for 06 COVID-19 ward Staff and Key staff (@ 1000), 03 RRT staff	Monthly	AFN 25,000.00	1	6		AFN 150,000.00
5	Maintenance of Equipment's and buildings such as Heaters, Air Conditioner, fan and Laptops etc...	Monthly	AFN 20,000.00	1	6		AFN 120,000.00
6	Food Allowances for all the 80 staff in COVI-19	Monthly	AFN 200.00	80	181		AFN 2,896,000.00
7	Food Allowances for all the 50 patients in COVI-19	Monthly	AFN 200.00	50	181		AFN 1,810,000.00
8	Martyred (Employee/staff will die/past away due to covid-19)	Service contracts and IP personnel	AFN 100,000.00	7	1		AFN 700,000.00
9	Miscellaneous cost ( Cleaning materials, and Office supply)	Monthly	AFN 150,000.00	1	6		AFN 900,000.00
10	Rental vehicle for COVI-19	Monthly	AFN 50,000.00	1	6		AFN 300,000.00
11	Rental ambulance Vehicle COVI-19	Monthly	AFN 50,000.00	1	6		AFN 300,000.00



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12	Medicine supply for covid-19 patients	Monthly	AFN 729,993.33	1	6	AFN	4,379,960.00
13	Winterization plan for 04 months	unit	AFN 126,000.00	1	4	AFN	504,000.00
14	Turkish Coal Heater for Offices and Duty Rooms (Heater for Ward duty room, Ward Administration, pharmacy stock and Guard room and COVID-19 Office)	unit	AFN 9,000.00	28	1	AFN	252,000.00
15	Oxygen for COVID-19 ( ICU 15, ward 15)	unit	AFN 500.00	30	181	AFN	2,715,000.00
16	Lab reagents for COVID-19	unit	AFN 300.00	10	181	AFN	543,000.00
17	Mini Lab	unit	AFN 900,000.00	1	1	AFN	900,000.00
18	ECG Machine (for Lab)	unit	AFN 50,000.00	1	1	AFN	50,000.00
19	Ultrasound Machine	unit	AFN 250,000.00	1	1	AFN	250,000.00
20	Building Maintenance cost for COVID-19 ward (repairing)	unit	AFN 25,000.00	1	6	AFN	150,000.00
21	Tablets for District center staff (@14), RRT staff (@03), one for Medical record office (@01) and one for data entry clerk (@01)	unit	AFN 20,000.00	19	1	AFN	380,000.00
22	Crockery as it include ( Kettle, thermoses, Cups, Palates, Spoon)	unit	AFN 50,000.00	1	1	AFN	50,000.00
<b>Operation support cost for 03 RRT sites</b>							
23	Stationary(Toner,A4 paper, Pens, and pencil)	Monthly	2000.0	3	6	AFN	36,000.00
24	Refreshment	Monthly	1750.0	3	6	AFN	31,500.00
25	Vehicles for 03 Sites	Monthly	50000.0	3	6	AFN	900,000.00
26	Crockery as it include ( Kettle, thermoses, Cups, Palates, Spoon)	unit	2500.0	3	1	AFN	7,500.00
<b>Conduction of training for COVID-19, 14 staff (07 District center staff, 03 RRT staff and 04 Female Nurse from COVID-19 ward) for 02 days, 01 batch</b>							



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27	Trainer Fee	2	1500.0	1	2	AFN	6,000.00
28	Daily Transportation allowance for trainers	2	400.0	1	2	AFN	1,600.00
29	Transportation cost for Participants from city (hotel to Training Venue)	14	200.0	1	2	AFN	5,600.00
30	DSA and Transportation cost for Participants from Rural Area	10	2000.0	1	3	AFN	60,000.00
31	Mahram OSA	10	1000.0	1	3	AFN	30,000.00
32	Transportation cost for Participants from rural Districts once	10	700.0	1	2	AFN	14,000.00
33	Refreshment + Lunch	20	500.0	1	2	AFN	20,000.00
34	Venue	1	5000.0	1	2	AFN	10,000.00
35	Stationary (Including banners)	1	6000.0	1	2	AFN	12,000.00
<b><i>Provide operation support to the 14 District centers</i></b>							
36	Refreshment	Unit	1200.0	6	14	AFN	100,800.00
37	Crockery as it include ( Kettle, thermoses, Cups, Palates, Spoon)	Unit	2000.0	1	14	AFN	28,000.00
<b><i>Provide operation support to Covid-19 stock in Pakitia province</i></b>							
38	Stock Rent	Unit	27000.0	1	6	AFN	162,000.00
39	Electricity bill	Unit	10000.0	1	6	AFN	60,000.00
<b><i>Provide operation support to Main Office staff</i></b>							
40	Perdiem for Main office staff while visiting Pakitia province	Unit	15000.0	1	6	AFN	90,000.00
41	Bank charges (Main office and field office)	Unit	10000.0	1	6	AFN	60,000.00
<b>Total of Reimbursable</b>							<b>AFN 20,184,960.00</b>
<b>Admin Cost 5%</b>							<b>AFN 1,009,248.00</b>
<b>Grand Total of Reimbursable</b>							<b>AFN 21,194,208.00</b>

  
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 Procurement Department  
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 National Reimbursement Committee  
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APPENDIX E: The following is added to the appendix E of the original contract

(WORK PLAN):

**FORM TECH-5**

**WORK SCHEDULE AND PLANNING FOR DELIVERABLES  
FOR THE SECOND SIX-MONTH UNDER CONTRACT AMENDMENT-2**

N°	1	2	3	4	5	6	n	TOTAL
	NOV	Dec	Jan	Feb	March	April	6	
<b>D-1 Deliveries/Activities at Provincial Level</b>								
1-1 Continue coordination with PPHD and Authority to brief the members in scope of services and supports needed from them								
1-2 Maintained and more elaborate of Covid 19 ward/Hospital								
1-3 Purchasing of ECG machine, ultrasound and micro lab machine								
1-4 Maintained the existing staff of Covid 19 ward/Hospital and three RRTs and 14 DCs								
1-6 Keep renting vehicles for COVID-19 ward and RRTs staff								
1-7 Maintained strong communication with the entire population to update them of the existing facilities								
1-8 Continue appropriately coordination with provincial call center to allow people call and ask for advice anytime they need.								
1-9 Immediately manage and treat of severe confirmed cases in Covid 19 ward/Hospital.								
1-10 Manage and isolate cases of COVID 19 suspected and confirmed cases								
1-11 Conducting contact tracing to identify suspected secondary cases								
1-12 Immediately refer the sever cases to Covid 19 ward/Hospital								
1-13 Suspected cases will be home quarantined at their residences.								
1-14 Take samples from suspected cases and transfer it to the reference lab for Covid-19 test and follow up the results								
1-15 Providing regular oxygen to Covid 19 ward/Hospital sever and critical patients								
<b>D-2 Deliveries/Activities at in District Level</b>								
2-1 RRTs will be kept in the selected sites.								
2-2 RRT will be properly accommodated								

2-3	RRT will be appropriately maintained with necessary equipment and materials								
2-4	RRT should be link with SP based on priority.								
2-5	Each RRT will be equipped with one vehicle.								
2-6	The RRTs will do Surveillance and case finding (active through contact tracing, and passive by consulting patients)								
2-7	RRT will take samples for lab test as per protocol, transport of samples to the Ref lab,								
2-8	RRT will visit all the near related HFs, HPs, mosques, and other areas and will provide health education and awareness								
2-9	RRT will refer the critical cases that have signs and symptoms to the Covid 19 ward/Hospital through ambulances of related RRT								
2-10	Maintained 14 District center one in each district to screening the suspected cases and refer the server cases to the RRTs								
2-11	All 14 DC will be settled/functioning in the closed DHs,CHCs or BHC which are located in the center of the districts								
2-12	Purchasing total 19 Tablets ( 14 for DCs, 3 for RRTs and two for Covid 19 ward/Hospital medical recorder and Data entry clerk )								
<b>D-3</b>	<b>Training</b>								
3-1	Conducted training of seven new MDs, for DCs , three new Public Health Graduate for RRTs and four female nurses for Covid 19 ward/Hospital.								
3-2	Continuous Health education and awareness will be providing to the community by HFs, staff, CHSs and CHWs individually and group sessions								
3-3	Undertaking training post follows up visits in HFs to ensure compliance of protocols.								
<b>D-4</b>	<b>Infection prevention</b>								
4-1	Purchasing of chlorine powder and liquid								
4-2	Decontamination of confirm case home quarantine area								
4-3	Decontamination of HFs, mosques, and others areas where people are gathering								
<b>D-5</b>	<b>Report</b>								
5-1	Providing Monthly report								
5-2	Providing quarterly Financial report								
5-3	Submission of End of Project report one month after the completion of contract								
5-4	Any other report required by MOPH								



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**APPENDIX F: The following is added to the appendix F of the original contract (MINUTE OF CONTRACT NEGOTIATIONS):**

**NEGOTIATION MINUTES OF CONTRACT AMENDMENT-2  
of the Paktia Province under**

**Afghanistan COVID-19 Emergency Response and Health System Preparedness (ERHSP) Project  
AFG/MoPH/GCMU/COVID-19/24- amendment-2**

Service Provider: HEWAD/NAC  
Date: Saturday, November 7, 2020  
Time: 9:30 AM– 12:00 PM  
Venue: GCMU meeting room, MoPH

**Agenda:** Clarification of the technical issues and negotiation on financial proposal

**Background:**

The Ministry of Public Health (MoPH) of Afghanistan has signed the contracts with current BPHS/EPHS implementing partner under Afghanistan COVID-19 Emergency Response and Health Systems Preparedness (ERHSP) for four years covering the period of May 2020 till March 31, 2024. The original contract included 6-month budget and work plan. As the first six months of the contract will come to an end in early November 2020 and considering the possibility of second wave of COVID-19 particularly in upcoming winter, the MoPH planned to amend the current contract under COVID-19 ERHSP project for another six months.

Therefore, HEWAD/NAC was requested to submit a brief technical and detailed financial proposals for Paktia province. After the review of the proposals, the HEWAD/NAC organizations were invited to contract negotiations.

Following is the details of discussed and agreed points during the negotiation meeting:

**Preliminary Matters**

- Confirm Power of Attorney/Authority to negotiate
- Confirm availability of proposed key staff (providing the confirmation letter signed by each key staff).

**I. Negotiation on Technical points:**

No	Discussed issues	Agreed Points
1	Authority of the Technical Manager (K-1 position): According to the nature of the project, the K-1 should be given sufficient managerial and financial authority (at least 100,000 AFN/invoice), under a well-defined internal control system.	Agreed
2	The SP agreed to ensure 100% availability of two project key staff at the project level. In case of unviability of any key-staff for more than two months in the province, the required disciplinary action will be taken by the MoPH accordingly.	Agreed
3	The SP agreed to revise the work plan and reflect the activities which have been missed in the submitted work plan and re-format it for the six months. The SP agreed to implement the project work plan as per the agreed timeline.	Agreed
4	The SP is responsible to maintain the required number of technical and supportive staff in the COVID-19 ward/hospital for functionalizing of 50% of the beds.	Agreed

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	Maintaining technical, supportive and administrative staff to be through a transparent process and in close coordination with PPHD.	
5	The SP agreed to adjust the number of Rapid Response Team (RRT) as per the ToR from the effective date of contract amendment-2. Each RRT should be equipped with one vehicle (rental). Note: One RRT is covering 300,000 populations in the province. Hence the number of RRT in this province is three (3) and the location will be selected in the first week of contract commencement in close coordination with PPHD.	Agreed
6	The medicine will be provided by MoPH through UNICEF, however the SP is responsible to supply required medicines and avoid stock out.	Agreed
7	The SP is responsible to provide the oxygen as per the actual need.	Agreed
8	The SP agreed to establish/functionalize the District Centre (DC) in each district for combating COVID-19 as per the ToR. Although 12 DCs were proposed by the SP, due to recent increase in the number of districts in Paktia province to 14, total number of DCs agreed during contract amendment negotiations are fourteen (14).	Agreed
9	The SPs agreed to cascade the trainings conducted by the World Health Organization (WHO). For this purpose the SP will provide a detailed training plan to GCMU/MoPH.	Agreed
10	The number of beds remain the same as the original contract (the first six month), however, 50% number of beds shall be functionalized from the beginning of the amendment-2 (the second six month). The utilization of related/assigned budget for another 50% of beds, is subject to MoPH/GCMU prior approval. For this purpose, the SP shall submit their official request for the functionalization of more number of beds (based on the need) along with the justification during the contract amendment-2 (the second six month) to MoPH/GCMU.	Agreed
11	The SP agreed to consider/implement existed and any new/updated guidelines and introduced intervention to fighting with COVID-19	Agreed
12	The SP ensured to implement Sehatmandi project smoothly and implementation of COVID-19 project should not affect the Sehatmandi project negatively. However, the same central and provincial offices, health facilities and ambulance are excepted from this clause.	Agreed
13	In case of need during the implementation of the project (the second six-month), the current scope of work (ToR) including work plan would be modified (increased or decreased), in such case the contract will be amended, subject to availability of fund and satisfactory performance of the consultant.	Agreed
14	The SP is responsible to cooperate the MoPH and TPM assessments and monitoring missions and provide the required documents.	Agreed
15	HEWAD/NAC is responsible to daily reporting as per the surveillance guideline of COVID-19 through DHIS2 from COVID-19 ward/hospital, RRTs and district centres.	Agreed
16	HEWAD/NAC should shift one medical record officer from COVID-19 ward to COVID-19 office to work as data entry clerk	Agreed

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## II. Negotiation on financial matters:

a. The budget for the second 6 months of the project implementation under amendment-2 agreed as bellow:

Cost Item	NGOs Contribution (AFN)	Cost requested from MoPH (AFN)	Total cost
(1) Remuneration	0	AFN 29,392,000	AFN 29,392,000
(2) Reimbursable	0	AFN 20,184,960	AFN 20,184,960
(3) Admin cost (5% of 1+2)	0	AFN 2,478,848	AFN 2,478,848
(4) Total of Remuneration and Reimbursable and admin cost (4=1+2+3)	0	AFN 52,055,808	AFN 52,055,808
(5) Contingency Fund (5=10% of 4)	0	AFN 5,205,581	AFN 5,205,581
<b>(6) Total Cost of the Financial Proposal (6=4+5):</b> {Should match the amount in Form FIN-1}	0	AFN 57,261,389	AFN 57,261,389

b. The agreed financial points during the negotiation were as follow:

No	Discussed issues	Agreed points
1	The SP agreed to spend the allocated amount for the implementation of COVID-19 project only.	Agreed
2	The contract ceiling is exclusive of local indirect taxes and inclusive of all local direct taxes.	Agreed
3	The SP agreed to spend the allocated amount of this contract amendment-2 after effectiveness date November 03, 2020.	Agreed
4	The SP agreed to consider/implement the guideline of salary and allowances approved by Afghanistan cabinet for the staff of COVID-19 project.	Agreed
5	The SP agreed to pay the required amount (اکرامیه) as per guideline approved by Afghanistan cabinet to the COVID-19 project staff who are died due to COVID-19. In case, the required amount exceeds the agreed budget, SP will pay the needed amount from contingency fund after MoPH approval.	Agreed
6	The SP is not allowed to rent additional offices for the COVID-19 project at provincial/central level.	Agreed

## III. Negotiations on contract amendment-2 conditions:

- **Contract amendment-2 duration:** The time period for amendment-2 shall be six months.
- **Currency of Payment:** AFN
- **Payment Condition:** as per the contract

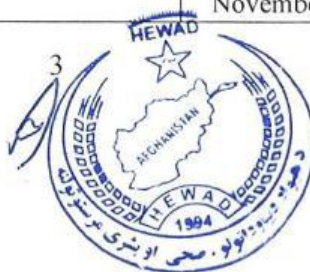
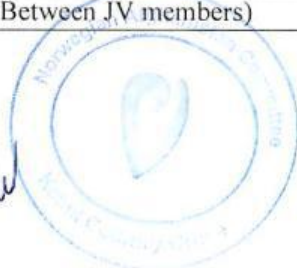
### Conclusion of the meeting and next steps

- **Pending documents and deadline:** (all the documents must be signed and stamped).

#	Documents	Deadline	Status
1	Revised financial proposal	November 14, 2020	
2	Revised TECH-1	November 14, 2020	
3	Revised Work Plan	November 14, 2020	
4	Organization and Staffing	November 14, 2020	
5	MoU (Between JV members)	November 14, 2020	

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6	Confirm Power of Attorney/Authority to negotiate	November 14, 2020	
7	Confirm availability of proposed key staff (providing the confirmation letter signed by each key staff)	November 14, 2020	

**Negotiation Team members:**

For and on behalf of **the Ministry of Public Health (MoPH)**

No	Name	Designation	Organization	Signature
1	Dr. Tawfiq Nazri	National Surveillance Coordinator	MoPH-GDEHIS	
2	Dr. Ismail Wassim	Capacity Building Coordinator	CCC/EPR/COVID-19 Directorate-MoPH	
3	Dr. Abdul Momin Jalaly	Performance Management Specialist	PMO-MoPH	
4	Nasratullah Samimi	Finance Specialist	DBD-MoPH	
5	Dr. Ahmad Eklil Hossain	Sr. Grant Management Specialist	GCMU-MoPH	
6	Dr. Aeraj Feroz	Sr. Grant Management Specialist	GCMU-MoPH	

For and on behalf of **Service Provider (HEWAD/NAC):**

No	Name	Designation	Organization	Signature
1	Dr. Mohammad Jan Sherzai		HEWAD	
2	Dr. Sadatullah		HEWAD	
3	Abdul Waheed		HEWAD	
4	Dr. Ab Habib Wakeelzad		NAC	

2022  
Ministry of Public Health  
Procurement Department  
Goods & Services Contracts  
Kabul, Afghanistan

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