**Ministry of Health and Social Protection**

**Additional Financing of Health System Improvement Project (HSIP)**

**TERMS OF REFRENCE**

***Consulting Services***

***For***

***Technical assessment, architectonic design, specifications, estimated cost for Burn and Plastic Building in QSUT***

1. **Background**

The Government of Albania has received additional financing, in the amount of EUR 25 million for the Health System Improvement Project in Albania, a loan of International Bank for Reconstruction and Development (IBRD) to scale – up the activities of the parent project and ensure direct impact to the beneficiaries and further improvement of hospital care service provision in the country. The International Bank for Reconstruction and Development (“World Bank”) is acting as administrator of the amount provided. The Ministry of Health (MoHSP) herein after referred as “the Client” has overall responsibility for the Project, and the Project Coordination is responsible for the implementation of the Project through its Project Management Team (PMT). The objective of the Project is to contribute to the modernization of selected public hospital services and to support the reconstruction of selected medical facilities damaged by the 2019 earthquake. The Project consists of the following parts:

Part 1. Improving Hospitals Management and Infrastructure

Part 2. Improving Health Information Management / e-Health for Hospital Services:

Part 3: Monitoring, Evaluation and Project Management:

The additional financing will further support the hospital reform that derived by the Hospital Master Plan as a prerequisite for the rationalization of secondary level of health care in Albania and further improvement of efficiency and quality enhancement of hospitals. The urgency of rationalization and upgrading of the hospital network has been further heightened by the damaged caused by the earthquake. The above will be made possible through the rationalization of oversized hospitals, transformation of current hospital activities and services to a more dynamic and self - efficient health care institution using an integrated approach addressing infrastructure rehabilitation, modern diagnostic equipment and optimization of health care personnel. Building on the results of the parent project (such as the modernization of medical diagnostic equipment’s in 11 regional hospitals, reconstruction of the Pediatric hospital at Mother Theresa hospital, the new building of Laç hospital) the activities foreseen under additional financing are fully aligned with the extended reform agenda and further improvement of hospital care provision. The reconstruction of the regional and municipal hospitals will give an opportunity to implement the updated HMP. The outcomes of the parent project have encouraged the Ministry of Health and Social Protection in pursuing a deeper reform in the secondary level of care starting with the further improvement of diagnostic care, full optimization of regional hospital services, and transformation of services in selected municipality hospitals and implementation of health information system in regional hospitals. The improvement of the hospital health care system in the country in all its tiers starting from strengthening management and governance for public hospital services, health financing arrangements, information systems, for improved efficiency and quality of health care in Albania continues to be a main objective for the government of Albania.

One of the activities financed under component 1 (Sub Component 1.2 Improving hospital infrastructure and the management of medical equipment) is the Activity for design of burn and plastic hospital in QSUT and will be performed through a company which will be selected under this ToRs.

1. **Overall Objective**

The overall objective of the assignment is to conduct the technical assessment and design of Burn and Plastic Hospital in QSUT.

1. **Specific Objectives**

Specific objectives of this assignment are to provide the following activities:

1. Technical assessment of the Burn and Plastic building,
2. Engineering Design Project Studies, Technical Specification and Bill of Quantity
3. **TASKS OF the service**

Under assignment the consultant is expected to:

**TASK 1: Technical assessment of the Burn and Plastic building**

* Conduct a technical assessment of Burn and Plastic Building.
* Preparation of an Engineering Design Study
* Room functional platform

**TASK 2: Engineering Design Project Studies, Technical Specification and Bill of Quantity**

* Preparation of preliminary Medical Brief, Schematic designs
* Preparation of preliminary and detailed engineering drawings and Technical Specifications.
* Preparation of bill of quantities for construction works.
* Preparation of project management plan for civil works.

1. **Building Design Criterion and Site investigation**

**The building design criteria and principles should be in accordance with the following:**

* Laws and regulations applicable in Albania;
* EU selected standards, norms and guidelines for hospitals buildings;
* Albanian locally available construction methods and materials (when applicable);
* Design with the Environmental Management Plan of the Project;
* Design according the seismological and construction norms (for Tirana city).

**Land and building investigation and preparation, transfer plans for patients for the project**

* Investigate the condition of existing buildings;
* The present layout of the hospital complex;
* The functional status of the different buildings, and the condition of technical services and sewage disposal systems;
* Traffic flow and car parking;
* Extensions/demolitions of buildings and guidelines how to make effective use of the site and of existing buildings, as well as of site-specific topographic and climatic characteristics.
  + - 1. **ASSIGNMENT PHASE**

**Phase No.1: Burn and Plastic building technical assessment**

The consultant company will conduct a physical inspection of existing burn and plastic hospital buildings, and based on their findings they will assess the current situation through delivering an Assessment Report (Engineering Design Study).

**Phase No. 2: Engineering Design Project Studies, Technical Specification and Bill of Quantity.**

The consultant company should deliver to MoHSP and to Municipal Urban office/ Local Council for Territory Adjustment (LCTA), full set of Project Design according to the LCTA regulation in Albanian and English language (in three original copies). The set of documents should include detailed technical specifications, BoQ (Bill of Quantities) and cost estimate, and design report which will include:

* The Consultant shall base its work on the Detailed Act Expertise conducted by the by the Polytechnic University of Tirana and the technical opponents of the Detailed Act Expertise made by the Construction Institute.
* Drawings should include Design / Working drawings/ Preparation of detailed and construction engineering drawings, specifications and bill of quantities for construction works.

- Detailed architectural drawing;   
- Detailed structural and reinforced drawings;

- Detailed electrical drawings;   
- Detailed mechanical drawings (hydro sanitary works, heat and air-conditioning works, firefighting system, etc.)

- Energy efficiency design

- Reports for each detailed drawings.  
- Technical specifications;  
- Bill of quantities accompanied with price analyses for the items of works which are non included in the Manual of prices according, according to CMD no. 629 date 15.07.2015, amended

- Preparation of work schedule   
- All technical document necessary for the construction permit.

- Drawings should include Design / Working drawings

* Architectural design documents including landscaping and planning of furniture and medical equipment:
  + - *Site development plan with contours and location of buildings, roads, etc. for accurate setting out by the Contractor;*
    - *External works (roads, parking etc.) and landscaping design with necessary details.*
    - *Fire protection plans with specification of fire compartments and fire protection classification of floor-slabs, walls, doors, windows, roof plans etc.;*
    - *Architectural floor plans with all necessary dimensions and code markings of building components such as windows, doors, partitions, fixed furniture and medical equipment, etc.;*
    - *Room drawings with layout of fixed and loose furniture, and medical equipment;*
    - *Room book specifying the finishes, fittings, fixtures and other relevant components and accessories (such as black-out curtains, OH-screens, white-boards, etc.) in each room;*
* Urban planning plan-scale
* Structural study/ Structural design documents:
* Electricity network and supply system; *Electrical design documents***:**
  + - *Site layout of the external electrical and telecommunication distribution systems*
    - *Floor plans for the rehabilitated building in the scale of 1:50 for medium and low voltage power distribution;*
    - *Floor plans for communication and security systems distribution*
    - *Main riser diagrams, schematics and functional schemes for all power, communication and security systems;*
    - *Sections and elevations in the scale of on critical passages and locations;*
    - *Detailed plans in appropriate scale specifying the location and installation of power transformers, emergency diesel generators, main distribution switchboards, dedicated medical switchboards, different trucking systems, etc.;*
    - *Complete service design for external and landscaping lighting layout;*
    - *Coordination with the mechanical design concerning BMS-systems (included in the mechanical design) in respect of power centers, fire alarms, other alarm systems, etc.; and*
    - *Technical specifications and system descriptions for all electrical installations.*
* Mechanical building system. Technical specifications and system descriptions for all mechanical installations.
  + - *Site layout of the external mechanical distribution systems in the scale of 1:500 and 1: 200 (water distribution network) including medical and laboratory gases, vacuum systems, etc.;*
    - *Floor plans for the rehabilitated buildings in the scale of 1:50 for all plumbing and sanitation systems (cold and hot water, fire water, rain water, sewage disposal system, medical and laboratory gases, vacuum systems, etc);*
    - *Main riser diagrams, schematics and functional schemes for all plumbing and sanitation systems including flow-rates and equipment data;*
    - *terrace drainage plans and Floor plans;*
    - *Distribution diagrams and schematics for all air-conditioning systems including flow-rates and equipment data;*
    - *Sections and elevations;*
    - *Detailed plans in appropriate scales specifying the location and installation of boilers, air-handling units, fans, chillers, cooling towers, pumps, tanks, gas plants, etc.;*
    - *Sanitary details;*
    - *Technical specifications and system descriptions for all mechanical installations;*
* Water supply and sewerage part. BMS-systems (Building Management Systems) for all sanitation, plumbing and HVAC installations coordinated with the electrical installations. Control cabinets, MCCs (motor control centrals) and wiring to connected items are included in the BMS design;
* Heat supply, heating, ventilation and air-conditioning part,
* IT infrastructure
* Fire protection system
* Volume of Works (Bill of Quantities) including technical specifications for materials to be used.
* Price analyses for the items of works which are non-included in the Manual of prices according, to CMD. 629 date 15.07.2015, amended
* Description of works necessary to finalize the construction works.
* Other documentations as per the beneficiary requirements.
* Environmental Impact of the project
* Geological Engineering Study
* Seismic Study
* Any other document necessary for the construction permit.
* Detailed plans in appropriate scale specifying the location and installation of power transformers, emergency diesel generators, main distribution switchboards, dedicated medical switchboards, different trucking systems, etc.;
* Complete service design for external and landscaping lighting layout;
* Coordination with the mechanical design concerning BMS-systems (included in the mechanical design) in respect of power centers, fire alarms, other alarm systems, etc.;
  + - 1. **delivery schedule**

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| **No.** | **Report Description** | **Timing** |
| ***Phase 1:* Burn and Plastic hospital buildings technical assessment TASK 1** | | |
| 1. | **First Report:** Inception Report No.1  In this report the consultant will include a detail action plan and the methodology for the implementation of first and second phase of this service and deliverables expectations. – Analyze of design assignment | 2 weeks after contract signature |
| **Phase 2: Engineering Design Project Studies, Technical Specification and Bill of Quantity. TASK 2** | | |
| 2. | **Second Report:** Draft Report of Technical Assessment Report (Engineering Design Study)  Project Idea | 1 month after contract signature |
| 3. | **Third Report:** Final Report of Technical Assessment Report (Engineering Design Study).  Project Implementation and Project for receipt of Construction Permit | 2.5 months after contract signature |

*The Design Will Be Considered Completed After The Completion Of The Remarks Made By The Construction Institute Authority In The Oponence Report Issued By Them*.

* + - 1. **Reporting requirements**

**The Consulting Company** will report to MoHSP and designated staff member of MoHSP, periodically, every month or more often as required, verbally and in writing.

The Consultant Company will work close with contract coordinator and technical staff of MoHSP.

The technical approval for each report, as per above schedule of deliverables, will be the responsibility of contract coordinator.

All reports shall be written in Albanian and in English, each in three original copies, and will be addressed officially to:

* Deputy Minister of Health/PCU
* Contract Coordinator
  + - 1. **Consultant's Qualifications:**
         1. **Licenses**

The Company shall present the Professional License in the “Design” field (issued by MZHU and MIE), as per D.C.M No. 943, date 28.12.2016 “On some changes and addendums on the decision No. 759, date 12.11.2014 of C.O.M “On the professional licensing of individuals and legal persons that will perform on the study and design field, on construction, supervision and validation of the civil works” as per below categories:

ARCHITECT DESIGNER2.a- Architectonic design for residential facilities – industrial facilities – tourist facilities

**2.b)** Design: 3. Hospital facilities

2.c) Interior design

Constructor Designer**3.a)** Civil facilities – industrial – tourist of masonry and reinforced concrete frame up to 5 floors**3.d)** Evaluation of bearing capacity and reinforcement of reinforced concrete, masonry and metal bearing structures

Installer Designer4.a) Design of hydro thermos sanitary installations

4.b) Design of thermos technical installations - conditioning, as well thermal energy production plants from renewable sources.

4.c) Design of electrical network systems, for civil and industrial facilities.

4.f) Design of fire protection systems.

4.h) Pr Design of lifting and transportation plants (elevators, escalators, etc.)

4.g) Design of phone’s networks, intercom, phone, internet, TV, access control, CCTV, alarm systems, fire detection systems, etc., for civil and industrial facilities.

GEODETIC DESIGNER8.a) Engineering Surveys

ENGINEERING GEOLOGICAL - HYDROGEOLOGICAL STUDY9. a) Geological-engineering study/evaluation of the land for civil-economic facilities up to 5 floors.

Design of electricity production and distribution plants

10 e- Electrical cabins of the distribution network - low - medium voltage systems.

This assignment will be carried by a firm with the following qualifications:

* The Consulting Company should have at least 5 yearsof experience in the area of Construction Management (building technical assessment, design of public buildings).
* Ability to communicate and prepare the documents in both languages Albanian and English.
* References or proofs for similar works carried out in Albanian territory.
* The Consulting Company should be able to provide in original or legal certified version, valid professional licenses for design as above:
* The consultant should be certified for :

1. *ISO 9001 “ For implementation of the quality management systems: and*
2. *ISO 14001 “ For implementation of the environmental management system”*

* Key consultant’s staff should be composed by the following staffs which should meet the following respective criterion.

**Architect - Team Leader**

* Should have at least MSc. degree in Architecture;
* Leadership and managerial skills;
* Be able to fluently communicate and report in writing English.
* Have a minimum of (10) ten years of general relevant working experience in multi disciplinary teams in design of public buildings and its coordination;
* Previous experiences with works contract preparation and execution under WB procedures.
* Previous working experience as Team Leader in Design will be an asset

**Valid individual license for design**

ARCHITECT DESIGNER2.a- Architectonic design for residential facilities – industrial facilities – tourist facilities

**2.b)**  Design: 3. Hospital facilities

2.c) Interior design

**Civil Engineer**

**Valid individual license for design**

Constructor Designer Civil facilities – industrial – tourist of masonry and reinforced concrete frame up to 5 floors**3.d** Evaluation of bearing capacity and reinforcement of reinforced concrete, masonry and metal bearing structures

* Should have at least Msc. degree in Civil Engineering;
* Be able to communicate and report in writing in English;
* Have a minimum of (10) ten years of experience in multi-disciplinary design teams of Public Buildings;
* Qualifications in seismic assessment and/or building's structures strengthening will be an asset;

**Electrical Engineer with IT background**

• Should have at least M.Sc. degree in Electrical Engineering; / IT disciplines.

• Be able to communicate and report in writing in English;

• Previous experience working and designation of server room infrastructure;

• Have a minimum of (10) ten years of general relevant working experience in multi disciplinary teams in design of public buildings and its coordination;

**Valid individual license for design**

4.c) Design of electrical network systems, for civil and industrial facilities.

4.g) Design of phone’s networks, intercom, phone, internet, TV, access control, CCTV, alarm systems, fire detection systems, etc., for civil and industrial facilities.

10 e- Electrical cabins of the distribution network - low - medium voltage systems.

**Mechanical Engineer and hydro sanitary Engineer**

**Valid individual license for design**

4.a) Design of hydro thermos sanitary installations

4.b) Design of thermos technical installations - conditioning, as well thermal energy production plants from renewable sources.

4.f) Design of fire protection systems

4.h) Design of lifting and transportation plants (elevators, escalators, etc.)

* Should have at least M.Sc. degree in Mechanical Engineering;
* Be able to communicate and report in writing in both Albania and English;
* Should have a minimum of (10) ten years of relevant working experience in design of public buildings.

**Environmental Expert**

1. Must have a Msc degree in environmental engineering or a related field, such as civil, chemical, or general engineering. Employers also value practical experience.
2. Ability to communicate and report in writing in both Albanian and English
3. Should have a minimum of (5) five years of relevant working experience environmental engineering area and multidisciplinary teams and its coordination
4. Must have a licence for environmental assesment

***Note: All local experts should have professional Licenses issued by Albanian Authorities in the field of their expertise.***

1. **Evaluation criteria**

**The evaluation criteria are as follows:**

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| **No.** | **Evaluation Criterion** | **Points** |
| 1. | Overall experience of the firm (number of years) in the field of assignment | 30 |
| 2. | Number of assignment-related contracts completed during last five years. | 60 |
| 3. | Availability of the key staff within the company | 10 |
| **TOTAL** | | **100 points** |

1. **Time frame for the assignment**

The selection method to be applied is **Consultants Qualification (CQ)** in accordance with the procedures set out the World Bank’sProcurement Regulations for IPF Borrowers (procurement in investment project financing Goods, Works, Non-Consulting and Consulting Services July 2016 Revised November 2017 and August 2018).

**The consultant shall be engaged for 3 (three) months. The contract will be Lump Sum.** The report shall be approved from the Contract Coordinator appointed from MOHSP. The costs and input of this consultancy are calculated as per the applicable Albanian Law.

1. **Environment (including Safeguards)**

The existing structures of Burn and Plastic hospital will be subject to refurbishment that will allow modernization and improvement of service delivery. The scope of works triggers OP 4.01 on Environmental Assessment, due to potential noise, dust and construction waste during works. All of these impacts have been addressed through a Checklist Environmental Management Plan (EMPs) that have been prepared and disclosed in July 2014. The checklists will be re-disclosed prior to the start of works. Since these are existing structures with all existing connections and waste collection practices with the scale of works being relatively minor, there are no foreseen long-term or substantial environmental impacts that are associated with this project.