

**TERMS OF REFERENCES  
FOR  
URBAN PHC SPECIALIST (CONTRACT PACKAGE, SD-10A)  
URBAN PRIMARY HEALTH CARE SERVICES DELIVERY PROJECT-ADDITIONAL FINANCING  
(UPHCSDP-AF)  
ADB LOAN NO. 3705-BAN**

**1. Background of the Project**

The Government of the People's Republic of Bangladesh has received a loan from the Asian Development Bank ("ADB"), Loan no. 3705 BAN and Grant 0607 towards the cost of the Urban Primary Health Care Services Delivery Project-Additional Financing (UPHCSDP-AF) under the Local Government Division (LGD) of the Ministry of Local Government, Rural Development and Cooperatives. The Urban Primary Health Care Services Delivery Project-Additional Financing (UPHCSDP-AF) builds upon three previous urban primary health care (PHC) projects (UPHCP, UPCHP II and UPHCSDP) financed by the Government of Bangladesh (GOB) and the Asian Development Bank (ADB) to further develop and strengthen institutional capacity for sustainable delivery of pro-poor (PHC) services in urban areas through public-private partnership (PPP). The Project will cover a physical network of 45 partnership areas (PAs) in eleven city corporations and thirteen selected municipalities.

**2. Objective/Purpose of the Assignment**

The Urban PHC Specialist (national, individual consultant) under overall guidance and supervision of Project Director will assist the project management unit (PMU) with the process of running the partnership agreements (PAs) in the partnership areas using experiences gained during three previous projects implemented under Local Government Division (LGD).

**3. Detailed Tasks and Scope of Services**

The Urban PHC Specialist will perform the following tasks; but not limited to:

- (i) Coordinate with relevant government agencies and development partners on project-related programs and issues;
- (ii) Assist the Project Director and City Corporations/ Municipalities in administration and technical oversight of the PA NGO contracts, including addressing technical problems related to service delivery and quality assurance;
- (iii) Coordinate with the HMIS consultant team on the design, development, and review and finalize denominators proposed in project design stage, perform annual target monitoring, communicate and examine inconsistency, if any, related to target and actual performance;
- (iv) Provide technical support to the PMU training coordination unit in designing and implementing training programs for enhancing staff skills at the PMU, PIU, and PA NGO levels;
- (v) Assist the Project Director in overseeing and follow up of the findings of the PPME program of the project, make initial assessment of performance of each PA NGO, identify and advise any corrective measures;
- (vi) Support PMU and the PIUs in the conduct of bi-annual monitoring of PA NGO performance using ISI covering health service delivery and quality, coverage of the poor, and management and accounting practices;
- (vii) Arrange and provide Training(s)/Workshop for PMU/ PIUs staff and PA NGOs - (a) Training on "Medicine Purchase Guideline under UPHCSDP-AF" (b) "Training on Quality PHC Services under UPHCSDP-AF" and (c) Workshop on "Develop guideline for Red Card Management of PA NGOs;



- (viii) Assist the QA Team in carrying out regular monitoring and follow-up on ISI findings; and
- (ix) Any other related task assigned by the Project Director/ Deputy Project Directors.

#### **4. Output/ Reporting Requirements**

In coordination with the DPDs, Monitoring and Quality Assurance Specialist and other PMU officials, the Urban PHC Specialist will undertake the following tasks –

- (i) Develop ULB Guide and assist concern City Corporation and Municipality to implement the services as per guideline.
- (ii) Prepare and update of field visit tools, preparation of medicine purchase guideline, assist for short listing of Medicine Company, prepared up date medicine list for PA NGOs.
- (iii) Develop guideline for Red Card management of PA NGOs and assist to update it annually.
- (iv) Proactively engage and provide assistance to PA NGOs in implementing PHC services as per contract agreement.
- (v) Provide advice and training to PMU/PIUs relevant officials on quality PHC services.
- (vi) Closely monitor PA NGOs service delivery activities in reference to the Scope of Work of the contract agreement and plan timeline.

#### **5. Reporting Arrangements**

The Urban PHC Specialist will work directly under the close supervision of the Project Director, UPHCSDP-AF/ Deputy Project Directors.

#### **6. Qualification and Experience Requirements**

The specialist should have a Masters degree in Public Health, Medicine or other suitable field. S/he must have at least 15 years experience in the field of primary health care and/ or family medicine in Bangladesh. Have experience to meet the contemporary and future health needs of individuals and families within the community will be of advantage.

#### **7. Duration**

The consulting services will require about 12 (twelve) person-months (intermittent) and is expected to start from **1 December 2021** and end by 31 March 2023.

#### **8. Duty Station**

The Urban PHC Specialist will be stationed in the PMU at Dhaka, Bangladesh and be required to travel to various PIUs as and when necessary.

#### **9. Other Details**

The expert will be selected in accordance with the Guidelines on the Use of Consultants by Asian Development Bank and its Borrowers. Interested applicants may obtain further details of the project at the address below or from [www.uphcsdp.gov.bd](http://www.uphcsdp.gov.bd)

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