Term of Reference for Service Provider

Terms of Reference
Project: **Support to the national vaccination campaign 2022**
PN: **21.2202.6-004.00**
Subject: **Biomedical Engineer**
Duration: **15.11.2022 – 30.12.2022**

1. Background Information:

The Community Organization for Development and Empowerment-TCODE-INITIATE is a Nongovernmental, nonprofit, youth-oriented organization based in Lebanon and dedicated to assisting vulnerable communities through youth inclusion and empowerment. While keeping youth at its focus of its mission, TCODE-INITIATE continually endeavors in creating comprehensive and inclusive programs aimed towards the empowerment of youth, and its concentric circles of influence.
In the process of delivering its Mission, TCODE-INITIATE aspires to keeping its status as a hub for youth allowing them to: access a safe space, and acquire knowledge and access to a network of social and political influencers enhancing their social participation in decision making processes.

The 'support to the national vaccination campaign 2022' project, with cooperation with LPDC, UNDP and UNRWA will target the Palestinian population mainly residing in camps and gatherings in Lebanon and will aim to support in enhancing the healthcare services provided to the population mainly related to vaccination. The target areas are mainly Beirut, North, and South camps and gatherings with a possibility of expanding to Bekaa region if needed.

Healthcare services and vaccination are provided at UNRWA health clinics distributed across the country. The project in collaboration with LPDC and UNDP is rehabilitating four (4) UNRWA clinics to facilitate the access to vaccination and to improve the quality of services.

In this context, the project is in need of one biomedical engineer to supervise the works related to the generators (4 UNRWA clinics: Rashidiyeh, Ein El Helwe 1, Beddawi and Burj Barajni) and PV solar systems (3 UNRWA clinics (at UNRWA clinics: Rashidiyeh, Ein El Helwe 1, Beddawi) in line with design and feasibility studies developed..

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2. Purpose of the Contract:

The biomedical engineer will supervise the works related to the generators (4 UNRWA clinics: Rashidiyeh, Ein El Helwe 1, Beddawi and Burj Barajni) and PV solar systems (3 UNRWA clinics (at UNRWA clinics: Rashidiyeh, Ein El Helwe 1, Beddawi) in line with design and feasibility studies developed.

3. Tasks:

The Biomedical Engineers will perform the following tasks:
- Supervise the works related to the installation of generators (4 UNRWA clinics: Rashidiyeh, Ein El Helwe 1, Beddawi and Burj Barajni) and PV solar systems (3 UNRWA clinics (at UNRWA clinics: Rashidiyeh, Ein El Helwe 1, Beddawi) in line with design and feasibility studies developed.

4. Deliverables/Outputs

The Biomedical Engineer is expected to complete and submit all the deliverables specified in the table hereafter and within the time schedule below.

Outputs	Deliverables	Estimated time for completion
Generators at 4 clinics	- Conduct site visits to assess the progress of the installation of generators at 4 clinics	20 days
PV Solar Systems	- Conduct site visits to assess the progress of the installation of PV solar systems at 3 clinics	15 days

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5. Confidentiality:

The contractor will not, without the prior written approval of Initiate, disclose to any person other than Initiate, any Confidential Information, including that which relates to this Agreement or the Services under this Agreement.

In giving written approval, Initiate may impose such terms and conditions, as it thinks fit.

6. Mode of Payments

1st payment (100%): upon completion of 35 working days.

7. Timeframe

The contracting party is expected to provide his services in the period of **15.11.2022** until **30.12.2022**

8. Rights to use Deliverables

1- Contractor do not have the right to use any of the delivered materials for any other similar work.

2- All the produced materials can be used only by Initiate and written approval from Initiate needed if consultant requested to use the delivered materials for other works/Activities.

9. Termination

Without limiting any other rights or remedies the Parties may have against the other Party arising out of or in connection with this Agreement, either Party may terminate this Agreement (in whole or part) by thirty (30) days written notice if:

- Either Party commits a material breach of this Agreement and does not remedy that breach within ten (10) Working Days of that breach being notified to the other Party;
- Either Party notifies the other Party that it can no longer carry out any of its.

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Upon terminating this Agreement, Initiate will not be liable to pay compensation in any amount which would, in addition to any amounts paid or due, or becoming due, be greater than the total Fees payable to the Consultant under this Agreement.

Upon receipt of a notice of termination, the contractor will:

1- Immediately stop work as specified in the notice and render an invoice to Initiate detailing the costs of Services and hours spent to date, prior to termination; and

2- Take all available steps to minimize loss resulting from that termination and to protect Initiate Material and the Contract Material.

Following termination or expiration of this Agreement the Parties agree that:

1- Accrued rights and remedies of a Party will not be affected

2- Each Party must return the Confidential Information of the other Party (if any) in that Party's possession or control;

3- All rights of the contracted granted under the Agreement will terminate; and

4- The Contractor must deliver up to Initiate all copies of Initiate Material and Contract Material in the possession, custody or control of the Consultant.

10.Conditions and Management

The contracts for the international and local Staff are made by TCODE-INITIATE according to its rules and regulations. The contractor will report to the Senior Program Manager.

The Organization management retains the right to suspend payment on non-compliance of terms or in the event of poor-quality work. These decisions will not be taken arbitrarily but in consultation with all relevant stakeholders.