

## Annex I

### Terms of Reference (TOR)

#### Information Developer

**A. Project Title:** Support to Lebanese Host Communities Affected by the Syrian Crisis Project, ID 00084708

**B. Project Description**

Following the recent significant deterioration of the situation in Syria, Lebanon is witnessing a sharply rising influx of refugees along the northern and eastern borders. A rapid socio-economic assessment carried out by UNDP in these areas indicates that refugees represent a major and increasing burden on host communities, competing for already limited social services, employment and other economic opportunities. Recent reports point towards mounting frustration among host communities who feel neglected in the face of support exclusively targeting refugees. The project has the ultimate aim of increasing and sustaining stability in the areas affected by Syrian crisis through improving livelihoods and service provision in a conflict sensitive manner. The project aims at contributing to the efforts to improve economic recovery, community security and social cohesion in the affected Lebanese communities through an inclusive community based approach, which will increase livelihoods options and local level service delivery.

**C. Scope of Work**

In the framework of the initiative “Support to Local Services Providers to Cope with Communities’ Needs”, the Ministry of Public Health (MoPH) requested to upgrade partially the existing Health Information System in order to monitor the “*package of services*” provided by the MoPH to the Primary Health Care Centers (PHCC).

The “*package of services*” of the universal coverage are for the essential healthcare pathways within the Primary health Care Centers. Each healthcare pathway is composed of services that will be introduced in a structured and homogeneous manner within the Primary Health Care Centers.

**D. Expected Outputs and Deliverables**

The following tasks are requested to fulfill the above mentioned objective.

- ✓ Development of the web application (using ASP.NET + MVC4 + Backbone ) at the central level to manage the:
  - Patient’s registration.
  - Program subscription.
  - Packages.
  - Services deliveries.
  - Stock management module.
  - Appointment module.
  - Financial and billing module.

- Reporting module.
- ✓ Building the centralized primary health care reporting system, a web application that manages the registration of the PHC monthly report and center yearly questionnaire. (Using ASP.NET + MVC4 + Backbone).
- ✓ Building the centralized vaccination information system, a web application that manage the cycle of the vaccination program that includes (vaccination deliveries, Childs registry, monthly reports...) (using ASP.NET + MVC4 + Backbone )

The expected outputs of the above mentioned tasks are:

**First Phase: (2months)**

- Centralized web application to manage the following:
  - Assure unique identification number for each patient.
  - Centralized management of adherence (patient – center – package(s)).
  - Services delivery.
  - Appointment registration.

**Second Phase: (4 months)**

- Centralized web application to manage the following:
  - Medication Stock.
  - Billing and financial transactions.
- Centralized web application to manage the collection of PHC monthly reports and center questionnaire.
- Centralized web application to manage the vaccination program.

**E. Institutional Arrangement**

The consultant shall be working under the direct super vision of the Project Manager and in close collaboration with the IT team of the Ministry of Public Health.

**F. Duration of the Work**

The duration of the assignment is six months, 5 days a week. The actual number of working days is one hundred twenty [120], with possibility of extension upon satisfactory performance, will be allocated for the candidate to develop the requested Information Technology software.

**G. Duty Station**

Ministry of Public Health, Beirut - Lebanon

**H. Qualifications of the Successful Individual Contractor**

**1. Academic qualifications:**

- a. B.S. in Computer Science, Computer Engineering, or relevant field.

**2. Years of experience:**

- a. At least 5 years of relevant experience in developing web applications.

**3. Competencies:**

- a. Ability to work in .NET development environment
- b. Ability to solve the issues of upgrading also from remote access through WEB
- c. Ability to write technical documentation (Standard Operation Procedures).

**4. Skills**

- a. Development environment: ASP. NET - MVC4 - framework 4.0 +, VB.net, framework 4.0 +, HTML5, javascript
- b. DBMS: SQL Server,

**5. Language Requirements:**

Arabic, English

**I. Scope of Price Proposal and Schedule of Payments**

The consultant shall be paid based on all inclusive daily fees upon completion of task and ensuring that the software is working. In this respect, the consultant shall take into consideration the following:

- i) A daily working fee must be all-inclusive (professional fees, travel costs, living allowances, communication, consumables);
- ii) Monthly payments are applicable after submitting a report highlighting the achievements made by the Consultant, approved by IT Unit Head of MoPH and the UNDP Project Manager. In addition, an IC Time Sheet must be submitted by the consultant, duly approved by the IT Unit Head of MoPH and the UNDP Project Manager. These two documents shall serve as the basis for the payment of fees. Payment will be done based on the number of completed working days.