

TERMS OF REFERENCE FOR SCOPING, IDENTIFICATION AND ANALYSIS OF SUPPLY CHAIN IN HEALTH AND EDUCATION SECTOR OF KHYBER PAKHTUNKHWA

A. Background

1. The KP – Spending Effectively for Enhanced Development (SPEED) supports the twin goals by helping Government of Khyber Pakhtunkhwa by providing adequate and reliable resources for delivery education and health services and improving the management of public finances for delivery of health and education services.

The program is anchored on five strategic documents. (i) Economic Recovery Plan (ERP); (ii) Public Financial Management Reform Strategy (PFMRS); (iii) the Good Governance Strategy (iv) Education Sector Plan; and (v) The KP Health Forecasting and Supply Chain Strategy. The ERP sets the broader growth framework that directs the rest of the provincial growth agenda especially, to respond to COVID 19 pandemic, while the PFMRS and GGS provide specific upstream interventions to mainstream broader actions in public expenditure management and overall governance agenda. The ESP and the HFSC lay out the actions for sector level downstream intervention. Altogether, these five documents constitute the Government’s program (“p”) amounting to US\$1 billion.

2. With World Bank financing KP Government has developed the KP – Spending Efficiently for Enhanced Development (SPEED), the program comprises two results areas:

Result Area 1: Providing adequate and reliable resources for delivery of education and health services

Result Area 2: Improved management of public finances for delivery of education and health services

Disbursement Linked Indicator 4 is of the project is “Timely availability of essential supplies in schools and hospitals and increased transparency through e-procurement and e-office solutions”

Under this DLI Elementary & Secondary Education Department & Health Department must develop and pilot an integrated supply chain information management system.

3. For the above, GoKP will select a consulting firm to assess and develop the contours of an integrated supply chain management information system. The firm will take into account the existing systems developed by both the departments

B. ASSIGNMENT RATIONALE:

4. Health and Education Sectors have been the top priorities of the Provincial Government and the KP Government has made escalating progress in recent years. However from a logistics

perspective, product availability lies at the heart of the entire health care milieu as well as ensuring quality of education at primary and secondary level. The health and education sectors stand out as a major priorities for the government of Khyber Pakhtunkhwa and certain material steps have already been taken for its revamping, but there are certain challenges with timely availability of quality health and educational commodities at the grass root level, which can be overcome by system strengthening.

5. Public health supply chains have historically been a complex and fragmented process within multiple public health programs running parallel to one another. Recently, it has emerged as a priority, due to growing realization of its significance for commodity security. Similar is the case with education sector. The Khyber Pakhtunkhwa Government's commitment towards provision of improved health facilities and provision of necessary facilities in Government schools for the people of the province is manifested in bold initiatives and massive reforms undertaken to repair supply chains (i.e. improved systems, restructuring, outsourcing, data visibility, capacity building and financing around supply chain functions by two major stakeholders including the Department of Health and Elementary and Secondary Department). In the presence of a strong, integrated and real time supply chain management and information system not only the availability of the required commodities of health and education sectors can be ensured at the right time as well as the right place but will also ensure savings in terms of challenging the need for procuring more through a centralized repository of the currently available inventory.

C. VISION:

- To ensure uninterrupted supplies of health commodities to prevent suffering, save lives, and create a brighter future for the people of Khyber Pakhtunkhwa.
- To ensure uninterrupted supplies of basic facilities such as infrastructure, furniture, laboratory equipment and consumables, teaching aid materials etc in Government Schools to impart quality education and encourage uplift of enrolments in Govt. schools.

D. OBJECTIVE:

6. The development and availability of a fully integrated, functional, optimized, interlinked, and robust public health and education supply chain for KP-Province with complete data visibility at each level aimed at availability of quality products at the last mile, with no stock outs. To develop supply chain systems in a manner that system components compliment and can be leveraged by larger landscape of health and education services.

E. OBJECTIVE OF THE CONSULTANCY SERVICES:

7. The consulting firm is required to develop the caveats for an integrated supply chain management information system (SCMIS) for the health and education sector together with scoping and identification of necessary framework for implementation. The framework shall entail necessary provisions to be included in the procurement paradigm of the Province for enforcement of mandatory SCMIS. The SCMIS shall be detailed and comprehensive system covering the entire spectrum of supply chain right from demand forecasting, purchase requisition, receiving, recording, distribution and transportation, storage (at central, all intermediate and facility levels) linked with other provincial M&E frameworks for cost efficiency, data triangulation, and sustainable improvements. Although there are quite a few information systems operative in the health and education sectors, but the current supply chain systems lacks measurement and improvement of performance, transparency, accountability, and cost effectiveness as relevant information is either fragmented or absent in the system. The new system need to be complete and shall encompass the day to day requirements of health and education departments in terms of supply chain management.

F. SCOPE OF WORK:

The main duties of the consulting firm shall be as follows:

- i. Conduct analysis of the existing health and education supply chain management systems in Khyber Pakhtunkhwa to understand the current practices, aspirations and identification of gaps.
- ii. Assess and analyze the current management information systems of Health and Education Departments for identification of gaps, missing links through system

- analysis, key informants interviews and group discussions with relevant personnel of Health and Education Departments
- iii. Frame recommendations w.r.t a comprehensive and integrated supply chain management system that will address lacunas of the existing system and will provide real time accurate information for decision making w.r.t the provision of required supplies at the right place and on the right time.
 - iv. Design and develop contours of the supply chain management and information system for Health and Education Departments Government of Khyber Pakhtunkhwa that will address the areas of demand forecasting, procurement, supply chain, warehousing, distribution and inventory management besides others.
 - v. Analyze the exiting procurement framework for necessary amendments w.r.t implementation of SCMIS, adding it to the overall responsibilities of a procuring entity

G. DELIVERABLES:

The consulting firm shall submit:

- i. Inception Report
- ii. In-depth analysis report of the existing information management systems of Health and Education Departments
- iii. Frame recommendations w.r.t a comprehensive and integrated supply chain management system
- iv. Design and develop contours of the supply chain management and information system for Health and Education Departments
- v. Identification and recommendations on necessary enabling provision in the KPPRA Act and /or Procurement Rules/Regulations for effective implementation of the SCMIS

H. Method of Selection:

The firm will be selected through consultants qualification selection method in accordance with the World Bank Procurement Regulations

I. Duration of the assignment:

Duration of the assignment of will be eight months commencing from the date of signing of the contract.

Annex-1

Responsibilities/Activities and Qualification of Experts

Team Leader

Responsibilities:

- Lead strategic engagement of the assignment with all stakeholders
- Lead and manage other special studies / assessments required in the timely completion of the deliverables
- Work collaboratively to accomplish the deliverables/assignment
- Prepare and submit documentation for approval/non-objection and amend in line with comments.

Required Qualification and Experience

- A Master's degree in Supply Chain or other relevant fields.
- Professional experience of working with National & International Organizations
- Proven and demonstrated experience of working on the development of supply chain related modules
- Demonstrated experience of working on similar assignments for at least past 15 years
- Strong leadership, team management, and conflict resolution and communication skills.
- A PMP certification will be an added advantage and will be given preference

Procurement Expert

Responsibilities:

- Conduct a desk review of the existing procurement framework of the Province
- Conduct interviews, focus groups discussions with stakeholders in framing recommendations w.r.t proposed amendments.
- Compile & Collect procurement related data from both Health & Education Departments
- Assist other key positions in fulfilling their deliverables.

Required Qualification

- Master's degree Statistics, Economics, Business Administration, Public Administration, Engineering or other related fields
- Demonstrated experience in procurement.
- Proven experience in preparation of high -quality reports on procurement etc.
- Familiar in working with international/ national and private sector procurement policies and procedures

MIS Expert /System Analyst

Responsibilities:

- Conduct a desk review, develop SCMIS framework caveats for Health and Education Sectors
- Examining and evaluating current systems
- Identifying system requirements
- Liaising with Health and Education Departments to track their requirements and features
- Conduct interviews, focus groups discussions.
- Compile & Collect MIS related data from both Health & Education Departments
- Assist other experts in fulfilling their deliverables.
- Assist in definition of an integrated supply chain MIS vision and future architecture.
- Develop and document strategies, roadmaps, principles, standards, and best practices that align with departmental objectives.
- Partnering with Health and Education departments to bring forward new ideas and innovation.
- Develop and document solution conception, design, and governance
- Develop, update and maintain documentation on processes and procedures required for software development life cycle and related activities
- Make recommendations on software products and services for new / existing software upgrades.
- Lead on developing track and trace functionality in supply chains

Required Qualification

- Master's degree in Computer Sciences, MIS or other related fields.
- At least 10 years of experience in the related field.

Health Supply Chain Specialist

Responsibilities:

- Develop mechanism for review and finalization of the existing forecasting/quantification data collection tool that captures the essential information needed for a realistic forecast for health products.
- While using different data sources, propose strategies to gather key inputs to ensure data is sufficient and of high- quality in order to build up a forecast.
- Develop coordination mechanism for meetings with relevant stakeholders to analyze all relevant data and create accurate forecasts for health commodities
- Propose a supply plan based on the forecasting exercise containing provision for Review and adjustments in supply plan regularly, based on uptake and consumption trends
- Data analytics of health commodities for provincewide distribution including stock sufficiency (month of stock), consumption, stock on hand. Etc
- developing coordination mechanism with provincial and district staff for space allocation of health products to ensure safe storage as per standards
- Compilation of periodic demands of health products from district/field stores

Required Qualification & Experience:

- Post graduate degree (Supply Chain/Procurement Management/MBA/MPA/Economics/Engineering or relevant field preferably with a minimum of with a minimum of 10 years of experience in the forecasting and supply planning/ supply chain management related discipline) especially in the social sector. Experience in health sector will be accorded due weightage
- Practical experience in forecasting and quantification of health commodities
- Computer literacy inclusive of use of excel and/or other software for statistical analysis
- Excellent written and spoken English

Education Supply Chain Specialist

Responsibilities:

- Develop mechanism for review and finalization of the existing forecasting/quantification data collection tool that captures the essential information needed for a realistic forecast for education products.
- While using different data sources, propose strategies to gather key inputs to ensure data is sufficient and of high- quality in order to build up a forecast.
- Develop coordination mechanism for meetings with relevant stakeholders to analyze all relevant data and create accurate forecasts for education goods
- Propose a supply plan based on the forecasting exercise containing provision for review and adjustments in supply plan regularly, based on uptake and consumption trends
- Data analytics of education goods for provincewide distribution including stock sufficiency (month of stock), consumption, stock on hand etc.
- Developing coordination mechanism with provincial and district staff for space allocation of education goods to ensure safe storage as per standards
- Compilation of periodic demands of goods from district/field stores

Required Qualification & Experience:

- Post graduate degree (Supply Chain/Procurement Management/MBA/MPA/Economics/Engineering or relevant field preferably with a minimum of with a minimum of 10 years of experience in the forecasting and supply planning/ supply chain management related discipline) especially in the social sector. Experience in education sector will be accorded due weightage
- Practical experience in forecasting and quantification of education goods
- Computer literacy inclusive of use of excel and/or other software for statistical analysis
- Excellent written and spoken English