



**MINISTRY OF HEALTH, NUTRITION & INDIGENOUS MEDICINE**

**REQUEST FOR EXPRESSION OF INTEREST (EOI)**

**GLOBAL FUND TO FIGHT AIDS, TUBERCULOSIS & MALARIA PROJECT (GFATM)**

**Technical support Consultancy for Development of Prevention Information Management System (PIMS) software**

1. The Chairperson, Regional Procurement Committee on behalf of National STD/AIDS Control Programme under GFATM project now invites to suitable Consultants to apply for Technical support for Development of Prevention Information Management System (PIMS) software.
2. The Objectives and Purposes of the assignments are being stated in the Terms of Reference.
3. Terms of References and Other relevant details of the assignment could be found on below link:  
[http://www.health.gov.lk/moh\\_final/english/employee\\_opportunities.php](http://www.health.gov.lk/moh_final/english/employee_opportunities.php)
4. Eligible individuals are now invited to indicate their interest in providing the required services.
5. Individuals will be selected in accordance with procedures set out in the Government Procurement Guidelines of Selection & Employment of Consultants, August 2007 (Available in website:  
<http://www.treasury.gov.lk/procurement-guidelines-and-manuals>).

**Invitation to Submit Expression of Interest (EOI)**

6. An EOI may be submitted either through email [info@aidcontrol.gov.lk](mailto:info@aidcontrol.gov.lk) or in hard copy address indicated below no later than **10.00am on 3rd April 2020**.

**For hard copy Submission:** Please submit (i) Signed CV, (ii) Covering stating the interest, remuneration rates, and list out the most relevant experience to the proposed assignment to the address indicated below, in an envelope clearly titled **“Technical support Consultancy for Development of Prevention Information Management System (PIMS) software”**

7. Short Listing Criteria: Experience relevant to the assignment will be considered for evaluation.

**8. Additional Information can be obtained from;**

Mailing Address: Chairperson,  
Project Procurement Committee,  
National STD/AIDS Control Programme,  
No.29, De Saram Place,  
Colombo -10.

Email Address; [info@aidcontrol.gov.lk](mailto:info@aidcontrol.gov.lk)

Telephone: 0112112756/0774540990

  
**Dr. R. HETTIARACHCHI**  
(Consultant Community Physician)  
Director  
National STD/AIDS Control Programme  
No. 29, De Saram Place,  
Colombo 10.

**Scope/  
Objective**

The consultancy is to analyse work flow requirements, develop SRS (Software Requirements Specification) document based on the Terms of Reference of PIMS, provide technical support for software development during the design and implementation phase, development of PIMS user manual and to support user training for staff involved in KP HIV prevention under the NSACP.

**Qualifications and Experiences**

1. Minimum a master degree in the fields of development, statistics, social sciences and management
2. Minimum 10 year experience in Monitoring and Evaluation of development interventions. Prior experience in Monitoring and Evaluation of HIV prevention programmes for Most at Risk Population is an added advantage.
3. Experience in development and implementation of Health Information Management Systems and/or Monitoring and Evaluation data management systems
4. Experience in development of Monitoring and Evaluation Policies and Procedure Manuals
5. Experience in designing and conducting participatory trainings and ongoing coaching
6. Ability to work in English and local languages (Sinhala and/or Tamil)
7. Knowledge on M&E requirements and indicator framework of NSACP, UNAIDS and Global Fund is an added advantage.

**Tasks**


1. Analyze existing procedures and potential changes of the operation and develop Software Requirements Specification document based on the PIMS ToR.
2. Provide inputs for selection of the software developer and facilitate the initial introductory meeting/s
3. Provide M&E related technical support for the software developer during the development phase and testing phase.
4. Develop user and operational manual for the PIMS software in the context of Monitoring and Evaluation of HIV prevention interventions.
5. Conduct user trainings and follow-up trainings.
6. Provide online support and coaching for the users at the STD clinics during the pilot testing period.
7. Develop a rollout plan and mechanism.

**Technical Direction**

Technical direction for the task will be guided by the Public health and M&E specialist of Global fund and the coordinator of the Strategic Information Management Unit (SIM Unit) of the National STD/AIDS Control Programme.

**Deliverables**

1. Development of Software Requirements Specification document substance satisfactory to software developers and NSACP.
2. Conduct initial trainings and follow-up trainings for the end users.

  
**Dr. R. HETTIARACHCHI**  
(Consultant Community Physician)  
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No. 29, De Saram Place,  
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## ToR 115.2 Statement of Work

**Title** Technical support for Development of Prevention Information Management System (PIMS) software

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**Budget Line** NFC-115 (new funding cycle) of GFATM 2019-21

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**Introduction** The monitoring of the key population related HIV prevention programme is currently done using a paper-based recording and reporting system by the national STD/AIDS control programme (NSACP) while the non-governmental (NGO) principal recipient (PR), Family Planning Association of Sri Lanka, is using an electronic system for the above purpose. During the transition period, NSACP will gradually takes over key population HIV prevention programmes from the NGO PR. Therefore, the current data collection and reporting system of NSACP require to be upgraded into a suitable electronic system. A Software Engineer will be hired for the development of Prevention Information Management System (PIMS). However, the consultant must be guided and supported by a person with adequate experience in monitoring and evaluation of HIV prevention programme targeted for key populations. The purpose of this consultancy is to get technical support to develop SRS (Software Requirements Specification) document based on the TOR of the PIMS, to provide technical support for software development, to develop user manuals and to conduct user trainings for KP intervention staff of NSACP.

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**Background** Manual data collection forms and tools are used for routine recording and reporting of key population HIV prevention programs in few STD clinics since 2018. However, data management of such programs is not fully standardized. The manual forms developed by the STD clinics of National STD/AIDS Control Programme (NSACP) needs further improvement. The system needs to capture data needed in monitoring the coverage of services and the monitoring of the prevention, treatment and care cascades. NSACP should be able to report against the standardized indicators in the National M&E Plan and the GF Performance Framework, assuming that the recording and reporting of HIV testing for KPs will be well handled and harmonized with formal guidance for STD clinics. The recording and reporting system of KPs reached with a defined package of prevention services needs to be fully aligned/ harmonized with the system of Family Planning Association (FPA) to allow for aggregation of results at the national level.

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3. Development of PIMS user and operational manual
  4. Develop a rollout plan.
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**Place of Performance** In Sri Lanka.

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**Period of Performance** Total 20 days

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**Remuneration and mode of payments** Negotiable  
1<sup>st</sup> instalment – 30% upon signing the contract  
2<sup>nd</sup> instalment – 40% upon successful completion of user trainings  
3<sup>rd</sup> instalment – 30% after completion of the agreement

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**Reference Documents** Country specific reference documents will be provided.

  
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