Tender Specifications

Software for Health Management Data Centers

Reference:

Project title: raiSe libyAn Higher education heAlth sector for the benefit of local society – **SAHA**

Project n.: 619002-EPP-1-2020-1-1T-EPPKA2-CBHE-JP

1. Aim of the document

The *Tender Specifications* document describes what the beneficiary institutions intend to purchase. The description is comprehensive, clear and precise, but does not include any commercial brand. The rationale is that providing tenderers with the fullest possible information is the only way to avoid possible unequal treatment.

2. Object of the tender

This document represents an invitation to tender for the purchase of a dedicated software for health management data centers aiming to allow an accurate and professional management of the data acquired by the universities' staff/researchers/students in particular with regards to health situation in Libyan municipalities, as part of the SAHA project, co-funded by the Erasmus+ Programme of the European Union. The Call for tender is in no way binding for the involved parties. The contractual obligation commences only upon signature of the contract between the partner in charge of the tendering procedure and the successful tenderer.

3. Disclaimer

This project is funded with the support of the European Commission. This document reflects the views only of the author, and the European Commission cannot be held responsible for any use which may be made of the information contained therein.

4. About SAHA

SAHA aims at contributing to the modernization of the health and healthcare systems in Libya, by addressing both these major areas of concern that draw intense citizen and government attention throughout Libya. The ongoing conflict is causing an increase in health needs for ordinary Libyans and military personnel. To address rising healthcare problems such as the increasing pressures on

the sustainability of health systems, new and more effective health policies are needed. These have to be guided by the best available data, research, and evidence on good practices, effectiveness, and efficiency of systems of healthcare and prevention. Up-to-date and high-quality health data are required to evaluate policies and interventions for their outcomes, costs, and priority-setting, to determine public health system performances and to provide timely monitoring of trends in health. Universities and Academic hospitals are the most suitable environment to elaborate, discuss, implement and finally achieve these goals. Therefore, the SAHA project is intended to upgrade the quality of existing courses and enhance its relevance for the labour market and society by:

1) introducing new courses on Health Economics and Healthcare management and creating centers for health data management in the Libyan HEIs;

2) setting up and managing academic centres for collecting medical data; and

3) by creating an advisory multi stakeholder committee for defining policy recommendations at for local, regional, national and international stakeholders and decision-makers.

According these objectives the wider aims of the project is to reinforce education in response to today's main challenges of Libya (peace enforcing, healthcare access for Libyan civilian and military population; public health, employment and economic growth), especially within the field of healthcare services, which are the ones that employ the highest number of people and are able to produce, faster than by any other means, social equity, wealth redistribution and the full exercise of a social right (the Health).

The specific objectives of the projects are the following:

1) enhance HEIs human resources capacities in the field of Health Economics and Healthcare Management by improving quality, relevance, equity of access, planning, and delivery of training offers and upgrading the quality of existing courses and enhance its relevance for the labour market and society with new courses on Health Economics and Healthcare management;

2) promote a reform process in the field of the Libyan health system through a participatory approach and by involving national and international stakeholders, HEIs representatives, public authorities;

3) reinforce the reliability of data and statistics related to health management in the country by setting up health management data centers in each of the involved Universities.

To sum up, SAHA aim to increase education readiness in response to today's main challenges of Libya (peace enforcing, healthcare access for Libyan civilian and military population; public health,

employment and economic growth), especially within the field of healthcare services, which are the ones that employ the highest number of people and are able to produce, faster than by any other means, social equity, wealth redistribution and the full exercise of a social right (the Health), enhance the relevance of higher education in the field of Healthcare Management for the labor market and society; improve the level of competences and skills in Libyan HEIs by developing new and innovative education programs in Performance and Healthcare Management; promote voluntary convergence of training offers in Healthcare Management of Libyan HEIs, with developments in this filed in European HEIs, foster a peaceful and safe environment for teaching, learning and doing research.

In order to reach the above-mentioned specific objectives, activities are foreseen as follows:

1) to introduce new courses (six in each Universities) in Health Economics and Healthcare Management in the Libyan HEIs curriculum of Economics and Medicine and to adapt standard contents to local needs and academic communities;

2) to set up and to manage academic centers for collecting medical data from local population e doing research thanks to the center and new competencies in Health Economics and Healthcare Management;

3) to create an advisory multi stakeholder committee for defining policy recommendations at for local, regional, national and international stakeholders and decision-makers.

5. SAHA Partners

- Università degli Studi di Pavia, Italy (Coordinator)
- UNIMED - Unione delle Università del Mediterraneo, Italy
- University of Granada, Spain
- University of West Bohemia, Czech Republic
- University of Tripoli, Libya
- Misurata University, Libya
- Sebha University, Libya
- Sirte University, Libya
- University of Zawia, Libya
- Libyan International Medical University

6. Equipment beneficiaries

1. University of Tripoli, Libya
2. Misurata University, Libya
3. Sebha University, Libya
4. Sirte University, Libya
5. University of Zawia, Libya
6. Libyan International Medical University

7. Announcement of the tender

The tender is meant to be public. To the aim of making more visible the announcement, it is recommended that all the SAHA project partners (EU and LY) will publish the announcement on their own institutional website.

8. Documents to be submitted by the Tenderer

Applicants must provide the following documents:

a) Profile of the company with proof of consolidated experience in providing the software object of this tender;

b) Main contact details (name, address, phone number and email)

c) Detailed financial offer, with quantities, unit prices and total price [excluding VAT].

The offer must be articulated specifying at least the following headings:

- Cost of the license;
- Cost of software implementation;
- Cost of training;
- Cost of technical assistance for 3 years;
- Delivery and installment charges.

d) Technical specifications of the software (see Annex I)

e) Self-declaration (Annex II)

Additional documents such as instructions, operating manuals, warranty certificates, are required with the delivery of the software. Please ensure that all documents are sent in PDF format and the financial offer is duly signed. Please indicate in the offer, as well as in the object of the email, the below reference:

9. Currency of the tender

Applicants shall submit their offer with prices in **EUR**. Payment(s) will also be made in EUR.

10. Language of the tender

All the documents related to the submitted offer shall be in **English**.

11. Submission of the tenders: means and deadline

Offers should be submitted to UNIMED, partner in charge of the management of the tendering procedure, **no later than 15th January 2023** by email to **uni-med@pec.it**. Applications sent after the deadline will not be considered. Applicants are allowed to integrate / modify their offer within the deadline.

UNIMED will share the received offers **only** at the time of the meeting of the Tender Evaluation Committee, and will not open any received offer until then.

12. Software delivery: time and location(s)

The provider will be in charge of the delivery and installment of the software for the benefit of the six Libyan universities. The delivery and installment period **may not exceed 1 month** from the date of the signature of the contract with the selected provider, and in any case not later than 1st March 2023.

13. Value of the contract

The total amount of the offer shall not exceed 60.000,00 EUR, excluding VAT.

14. Payment's timeline

Payments will be managed as follows:

- one advanced payment, at the contract signature;
- one or more further installment(s) will be paid according to the progress of the software development and delivery;
- balance payment: when the software development and delivery is fully completed (compulsorily by 1st March 2023).

15. Evaluation and award of the tender

The evaluation process is based on the following principles:

- o   Equal treatment;
- o   Non-discrimination;
- o   Confidentiality;
- o   Transparency;
- o   No conflict of interests.

Exclusion criteria

Tenderers are excluded from participation if:

- o   they have submitted an incomplete offer;
- o   they have submitted an offer that is not compliant with the Tender Specifications;
- o   the financial offer is higher than the maximum value of the contract;
- o   the offer is submitted after the set deadline.

Evaluation criteria

The Evaluation Committee will assess the received offers following the criteria stated in the table below:

Evaluation criteria	Score	Weight (%)	Weighted Score
Clarity of the offer	x_1	10	s_1
Professional experience	x_2	25	s_2
Technical capacity to perform the contract	x_3	40	s_3
Price	x_4	25	s_4
Total Weighted Score (S)			$S = \Sigma s_i$

The Evaluation Committee members will assign a score (x) on a scale from 1 to 5 to each criteria, where:

0 – 1 = very poor

1 – 2 = poor

2 – 3 = satisfactory

3 – 4 = good

4 – 5 = very good

For the price (p), the score is calculated proportionally as follows:

$$x_4 = 5 \times \text{the lowest price} \div p_i$$

where to the tender offering lowest price corresponds 5 points by default.

Award criteria

The award method will be the "**best value for money**" meaning that the winning tender is the one offering the best quality/price ratio.

16. Tender Evaluation Committee

An Evaluation Committee will be formed by the Quality Assurance Directors of the six beneficiaries and at least one expert in developing software and with IT skills from one or more of the six beneficiaries. In the Evaluation Committee there will also be at least one representative of the coordinator UNIPV and UNIMED partner. This Tender Evaluation Committee will perform the evaluation of the offers and award the contract.

The meeting of the Tender Evaluation Committee will be held online on 16th January 2023. This date is to be considered as indicative; however, the final results must be sent to the applicants no later than the 22nd January 2023.

17. Notification of results

UNIMED will communicate the evaluation results to the tenderers by email, using the contact details provided in the application.

18. Signature of the contract

The contract will be signed by and between Misurata University, acting as representative of all the beneficiaries, and the selected tenderer.

19. Focal point

The Tender Evaluation Committee will select a Focal point who will be the main consultant person for the software provider during the whole process from the development to the delivery, from the installation to the training of the beneficiaries' staff in charge of using the software. The provider will then communicate for any issues with the appointed Focal point.

ANNEXES

Annex I - Technical Specifications

The SAHA software offers different solutions to provide with the tools for an accurate and professional management of the data acquired by the universities' staff/researchers/students in particular with regards to health situation in Libyan municipalities.

At least the following technical specifications have to be taken into consideration:

- The software should enable the beneficiaries to collect and analyze data for management and scientific purposes according to their priorities (at least three different settings).

- Technical assistance for the installation and the usage of the platform and maintenance services (including remote assistance) without any supplementary fees during the validity period of these licenses (three years). This includes cloud, management, security, maintenance, upgrades of the cloud, and the software support as well.

- The software will be installed on a cloud provided by the software provider complying with the requirements and technical conditions such as indicated by the tender in this current offer. Each of the 6 beneficiaries will get access to it through a domain.

- Each of the 6 beneficiaries will have an account that will allow each of them to manage at distance the services and tasks that the software shall perform and deliver.

- This platform could be used also remotely by each of the 6 beneficiaries thanks to the license they own in this regard.

- For the continuous use of the software by the universities after the end of the contract and thus for the sustainability of the project results after the end of the project, the software provider will guarantee the maintenance of the software in each of the 6 beneficiaries' clouds and its consequent transfer of the data.

- The data used by the universities are owned by themselves.

- In presence and/or online training in Libya, about the use of the software included in the current offer, to the beneficiaries' staff (at least 2 staff members/beneficiary), facilitated and delivered by a certified trainer.
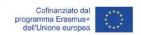
Self-declaration

[to be sent on the company's headed paper]

I, the undersigned, ___*name and surname*___, legal representative of ___*company's name*___, hereby certify that our company providing the service:

o is not bankrupt or wound up, does not have its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, or is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

o is not convicted of an offense concerning the professional conduct by a judgment which has the force of res judicata;

o is not guilty of grave professional misconduct proven by any means which the contracting authority can justify;

o has fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the national legal provisions;

o has not been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the Communities' financial interests.

Name and Surname of the legal representative:

Function:

Date:

Signature and stamp: