

MINUTES OF PRE-BID MEETING

LRPS-2024-91962330

Technical assistance to conduct end-line assessment of Primary Health Care and Local Health System Strengthening in NTB Province

Date/Time : Tuesday, 18 March 2025 @13:00 Hours, Jakarta Local Time

Venue : Microsoft Team Online

The meeting opened by a narration of the background, purpose, and scope of work of the assignment by the **Health specialist** (Hiring Unit). The administrative and procedure of submission of technical and financial proposal was explained by Supply unit.

Meeting Participants:

- HEALTH (Hiring Unit)
- Supply Unit

Potential Bidders Meeting Objectives:

- Provide an overview of the program and its needs.
- Explain the scope of work
- Answer questions from potential bidders.

Meeting Summary

The pre-bid meeting for Tender tha was convened to provide an overview of the technical system and line assessment, family healthcare, and local health systems training in Antibii Province. Akbar Nugroho opened the meeting by welcoming participants and confirming attendance. Given that only one bidder was present, the meeting proceeded as scheduled.

1. Overview of the Tender Process

The project manager and health specialists provided a detailed explanation of the Terms of Reference (TOR), which had been shared via email prior to the meeting. Participants were informed that the session would include a Q&A segment to address any clarifications regarding the TOR and tender process.

Project Implementation and Intervention Components

During the discussion, Ivo Aufia raised questions about the intervention components and whether they would all be implemented simultaneously. Rooswanti Soeharno explained that while the interventions remain relatively consistent, some variations exist. In Lombok Barat and Lombok Timur, a complete intervention package was introduced, incorporating social entrepreneurship elements to encourage innovation while maintaining the core functions of healthcare facilities. In contrast, in Bima and KSP, social entrepreneurship was not a primary focus but was integrated into CQI training sessions.

Regarding supportive supervision, it was noted that Lombok Barat and Lombok Timur have begun conducting this independently, whereas Bima and KSP still require further evaluation and support to fully implement this component.

Logical Model and Expected Outcomes

The discussion also covered the logical framework and expected project outcomes. Fitri Arkham Fauziah noted that while a rigid logical framework has not been fully developed, intervention measurements are based on the PHCPI framework. A dashboard is currently under development to track progress, focusing on key areas such as financing, capacity, performance (aligned with national

health indicators), and impact assessment. Additionally, Lombok Barat and Lombok Timur have integrated specific indicators for TB control based on regional priorities.

2. Proposal Submission and Evaluation Criteria

Bidders were reminded to ensure their proposals align with the requirements outlined in the TOR. The evaluation will be conducted in two phases:

Technical Evaluation: Proposals will be assessed based on compliance with technical requirements.

Financial Evaluation: Only proposals that pass the technical stage will proceed to financial assessment.

It was emphasized that bidders should submit completed forms, including LPRS 2025-9196330, and ensure that their bid validity remains effective for 120 days from submission. This requirement anticipates any unforeseen delays while maintaining proposal validity.

3. Vendor Registration and Compliance

To be eligible for the contract, bidders must be registered on the United Nations Global Marketplace (UNGM). Akbar Nugroho advised attendees to complete registration if they had not already done so, as having a UNGM vendor number is a prerequisite for contract awarding. The registration process is straightforward, taking approximately 10 minutes with no associated costs.

4. Budget and Financial Considerations

Fitri Arkham Fauziah inquired about unit costs, particularly for flights and meeting packages. It was confirmed that financial guidelines, including cost structures, are specified in the TOR. Any financial clarifications can be addressed during the financial evaluation phase.

5. Next Steps and Closing

Participants were informed that additional questions could be submitted up to three days before the proposal submission deadline to ensure proposals meet all required standards. The meeting minutes will be shared with all invited bidders.

Q&A

4. Project Implementation and Intervention Components

Q: Were all intervention components, being implemented simultaneously?

A: Rooswanti Soeharno explained that in principal all (5) interventions were implemented in all 4 piloting districts, although variations exist. In Lombok Barat and Lombok Timur, a complete intervention package was introduced, incorporating social entrepreneurship elements to drive innovation while maintaining health service quality. In Bima and KSB, social entrepreneurship was not a primary focus but was integrated into CQI training sessions.

Q: What is the current status of supportive supervision?

A: Lombok Barat and Lombok Timur have begun conducting supportive supervision independently, while Bima and KSP require further evaluation and support to fully implement this component.

5. Logical Model and Expected Outcomes

Q: Is there a documented logical model for this project?

A: Fitri Arkham Fauziah noted that while a rigid logical framework has not been fully developed, intervention measurements are based on the PHCPI framework. A dashboard is currently under development to track progress which includes the financial, governance capacity, performance output and impact.