



**Unión Europea**

## **TECHNICAL SPECIFICATIONS**

**CONTRACTING OF SCIENTIFIC ADVISING SERVICES FOR THE DELEGATED COOPERATION PROJECT "JOINT EUROPEAN INITIATIVE TO STRENGTHEN SPECIALISED MEDICAL TRAINING IN ETHIOPIA".**

**(Exp. Number. CSAI/05/2024)**



**Unión Europea**

## **INDEX**

<b>1. INTRODUCTION.....</b>	<b>3</b>
<b>2. BACKGROUND AND PURPOSES.....</b>	<b>4</b>
<b>3. SUBJECT MATTER OF THE AGREEMENT.....</b>	<b>5</b>
<b>4. CHARACTERISTICS OF THE SERVICE.....</b>	<b>5</b>
<b>5. DELIVERABLES.....</b>	<b>6</b>
<b>6. TERM OF COMPLETION.....</b>	<b>¡Error! Marcador no definido.7</b>
<b>7. PLACE OF PERFORMANCE.....</b>	<b>¡Error! Marcador no definido.</b>
<b>8. HUMAN AND TECHNICAL RESOURCES.....</b>	<b>¡Error! Marcador no definido.</b>
<b>9. CONFIDENTIALITY.....</b>	<b>8</b>
<b>10. OWNERSHIP OF WORKS.....</b>	<b>8</b>



Unión Europea

## 1. INTRODUCTION

The CSAI Foundation is a state public sector institution of general interest in the field of health, social services, child protection and the promotion of equality, both in Spain and in third countries.

The Foundation aims to design, promote and carry out all those activities of collaboration and support to the functions that the Public Administration, its bodies and public law entities and in particular the Ministry of Health, carry out in the framework of health protection and health care, social cohesion and inclusion, family, child protection, care for dependent or disabled people, promotion of equality, consumption and social welfare, as well as the fight against all kinds of discrimination, against gender violence and against child poverty, at national and international level.

The specific aim of the Foundation is to contribute to the development and improvement of the living conditions of the population, carrying out, supporting or collaborating in research programmes and activities, project development, training, consultancy and technical assistance, studying needs, analysing experiences and disseminating good practices at national and international level in the following areas:

- a) Prevention and promotion of health and health care.
- b) Development cooperation.
- c) Social cohesion and inclusion.
- d) Family and child protection.
- e) Educational development.
- f) Care for dependent or disabled people.
- g) Promoting equality.
- h) Consumption and social welfare.
- i) Combating child poverty and all kinds of discrimination.
- j) Combating gender-based violence and violence against children.

The approved project is called "*Joint European Initiative to Strengthen Specialised Medical Training in Ethiopia*", and its implementation is designed to respond to the existing challenges in the health sector in Ethiopia and to increase access to and quality of health services, with health as one of the focuses of the EU Delegation's interventions. Furthermore, improving specialised medical training has been identified as one of the priority areas to respond to the challenges of increasing access to and quality of health services.

The medical specialisation programme aims to contribute to the improvement of the quality of the public health system in Ethiopia by training specialist doctors and taking advantage of the capabilities of the Spanish health system and its professionals.



Unión Europea

## 2. BACKGROUND AND PURPOSES

The Joint European Initiative for Strengthening Specialised Medical Training in Ethiopia is a proposal built by several Member States and the European Union, aimed at strengthening the Ethiopian health system in a context of high internal vulnerability, aggravated by the conflict situation. This initiative is based on the Team Europe Approach, highlighting the close relationship that Italy and Spain have with the Ethiopian Ministry of Health, the previous experience in strengthening Specialised Medicine in the country through training exchanges and the added value that European National Health Systems can bring to the strengthening of more fragile systems. The proposal also responds to an explicit request from the Federal Ministry of Health of Ethiopia (FMoH) to expand the initiatives that Member States have been supporting in recent years, together with University Hospitals and regional governments.

Despite some progress on some health indicators, Ethiopia still faces significant challenges in terms of the health system's response to the population's problems. The shortage of health workers is one of the most significant drawbacks, particularly in terms of the availability of qualified medical specialists. Ethiopia lacks an adequate number of health workers, and their distribution and training is very uneven across regions. The dramatic shortage of specialist doctors makes hospital management untenable. For these reasons, improving medical specialisation has been identified as one of the priority areas to respond to the challenges in Ethiopia's health sector.

The programme consists of 3 outcomes:

1. Improvement of human resources development and management in the 8 target university hospitals
2. Improvement of the provision of comprehensive, equitable and quality health services by improving infrastructure for specialised medicine and providing quality and context-specific equipment.
3. Strengthened governance, leadership and research with an inclusive approach in the 8 target university hospitals.

The first component of the programme focuses on training, targeting health residents and senior professionals and specialists in 9 university hospitals (Adama, Addis Abeba, Bahir Dar, Gondar, Haramaya, Jimma, Wollo and Mekelle).

Eight specialties (Anaesthesiology and Intensive Care, Emergency and Critical Care, Gynaecology and Obstetrics, Orthopaedics and Traumatology, Paediatrics and Child Health, Radiology, Surgery, Psychiatry) will be covered. European doctors and specialists will provide mission training (in-service training) in Ethiopia on a regular basis for a total of 18 internship programmes.

The project plans to work in at least 10 speciality programmes for the rehabilitation of medical equipment and facilities. Work in this context is initially not foreseen in the university hospitals in Wollo Dessie, Adama and Addis Abeba. The Medical Equipment and Facility Assistant will have to carry out an assessment of the situation of these elements at the beginning of the



Unión Europea

mission, based on a pre-assessment carried out by the leaders of the specialties in each hospital and specialty, which will have to be updated.

The Joint Programme will be led by the Spanish Cooperation, which will be responsible for reporting and general management. The internal governance structure will be based on a Steering Committee and a Technical Committee. A Scientific Committee will also be set up to ensure coherence and harmonisation of all interventions at the scientific level.

In addition, a Management Unit will be set up to support the implementation of the project. The Medical Equipment and Facility Assistant will be part of this Management Unit.

### **3. SUBJECT MATTER OF THE AGREEMENT**

The purpose of these specifications is to establish the technical specifications to govern the contracting of professional services of scientific advising in order to support the Foundation in the implementation of the project "*Joint European Initiative to strengthen medical training in Ethiopia*".

These specifications govern the agreement, its content and effects. These conditions shall apply to the entire service and shall be supervised and evaluated by the technical staff of the Foundation. The mere submission of an offer implies acceptance of the conditions established by the Foundation, as well as knowledge and understanding of them.

### **4. CHARACTERISTICS OF THE SERVICE**

The bidder will be integrated in the Management Unit that will create the project and will work in close collaboration with the Project Coordinator, the Project Administrator, the leaders of the specialties and the Scientific Coordinator.

The tasks and work to be carried out by the bidder are, by way of example and without limitation, the following:

1. To provide expert advice on research priorities, methodologies and emerging scientific trends both locally and internationally, relevant to the specialties supported and the general objectives of the project.
2. To organise and issue a call for research fellowships for residents and senior specialists in nine university hospitals in Ethiopia, for the specialties covered by the Initiative.
3. To ensure that the call for research fellowships meets the scientific and quality criteria required by the Ministries of Health and the Ministry of Education for residents to graduate and for graduates/seniors to promote to assistant/associate professors. For example, which Ethics Bodies are required to approve research protocols.
4. To provide overall guidance, from planning to the proposal selection review process and follow-up of the scientific outcomes of the initiative.



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5. To identify suitable mentors/senior supervisors to match the awarded candidates within the universities to which the hospitals are affiliated and advise on a supervision model for the awarded candidates.
6. To review scientific concept notes for research proposals submitted by Applicants, in coordination with the General Advisor and the Management Unit Coordinator.
7. To advise on the implementation of research training modules, including workshops, seminars and practical research projects, to equip students with practical research skills, guidance on research design, data analysis and scientific writing.
8. To participate in the scientific committee of the project; coordinating tasks with the General Project Advisor (at least 2 meetings per year).
9. To lead and guide clinical research and other cross-cutting clinical research activities, ensuring consistency in the progress of Outcome 3 activities and the achievement of expected results, in coordination with the General Project Advisor and the Management Unit Coordinator.
10. To ensure compliance with ethical standards and rigorous scientific methodologies in research activities conducted within the project (e.g. ethics committees).
11. To support the Management Unit in mapping training needs to improve Hospital Management and cross-cutting issues.
12. To coordinate with contracted external experts to increase knowledge on cross-cutting issues and improve Hospital Management capacities. Support is expected in the mapping of topics, specific needs and participants at hospital level.
13. General coordination with the General Advisor to ensure alignment of the training implemented in the participating hospitals.

## 5. DELIVERABLES

The contractor must draw up and deliver to the Foundation a monthly report (in arrears) containing a detailed account of the actions carried out, as well as any other document related to the execution of the project at the request of the CSAI Foundation.

The monthly report shall have the following minimum content:

- Summary explanation of the main achievements during the reporting period.
- The progress in the fulfilment of the objectives.



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- The meetings and working groups held and attended in the framework of the project, including: subject of the meeting, topics, achievements and conclusions.
- Other activities carried out during the reporting period.

## **6. TERM OF COMPLETION**

The agreement shall be valid for approximately twenty-four (24) months. However, the initial date of validity of the agreement will be determined by the date of formalisation of the same.

Once its term has expired, it may not be extended.

## **7. PLACE OF PERFORMANCE**

The agreement will be carried out on-site in Addis Abeba City, Ethiopia. The assistant will be based at the premises of the Ministry of Health to support the implementation and coherence of the project. However, the possibility of running the service in a hybrid form is envisaged.

The working language shall be English and all documents and associated annexes shall be submitted in English.

## **8. HUMAN AND TECHNICAL RESOURCES**

For the proper performance of the work described, the awardee company must undertake to assign to the project sufficient human, technical and material resources to carry out the work in due time and form. Consequently, the contractor will assign to the execution of the agreement the staff described in section F.3 of the Table of Characteristics of the Specific Administrative Clauses (PCAP).

The Foundation has the power to verify and control the provision of services carried out by the awardee company, refraining from exercising any function of control, management or organisation of the staff of the awardee company. Thus, it is the Foundation's responsibility, through the person designated as the responsible for the agreement, to supervise its execution and to adopt the decisions and issue the necessary instructions in order to ensure the correct performance of the agreed service, as well as to reinforce the control of compliance with the agreement and to expedite the solution of the various incidents that may arise during its execution, without these powers implying in any case the exercise of managerial or organisational powers over the personnel of the awardee company.

Repeated failure to comply with the quality, time and efficiency of the work will be grounds for the application of penalties and/or termination of the agreement with the awardee company. The awardee company will be responsible for due legal and procedural compliance of all tasks, interventions and services provided to the Foundation in the execution of the agreement.

Throughout the entire execution period, the contractor must maintain the quality levels of the service covered by the agreement and must therefore implement the replacement services it deems appropriate in order to cause the minimum impact on the provision of the service.



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The work carried out shall comply with the requirements of these specifications and in accordance with the Foundation's standards, and shall comply with the principles of efficiency and quality of execution, requiring the formal acceptance of the Foundation.

During the term of the agreement, the staff offered and admitted shall not be subject to substitution, except for reasons of force majeure that justify the change, or because the Foundation requires it, in which case it must be adequately substituted within a period of one week, without this affecting either the planned work schedule or the cost estimate of the project.

If, in the opinion of the Foundation, the staff do not meet the minimum requirements, it must be adequately replaced within one week, without affecting either the planned work schedule or the cost estimate of the project.

## **9. CONFIDENTIALITY**

The contractor is obliged to maintain the confidentiality of the matters entrusted to him. Likewise, he shall keep secret all information and documentation provided or entrusted to him, or which comes to his knowledge as a result of the performance of the work.

It shall also ensure compliance with the provisions of Organic Law 3/2018, of 5 December, on the Protection of Personal Data and the guarantee of digital rights, in everything that does not oppose it in Royal Decree 1720/2007 of 21 December 2007 approving its implementing regulations and Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and the free movement of such data and repealing Directive 95/46/EC, the rest of the applicable legislation on the matter, and other applicable regulations.

## **10. OWNERSHIP OF THE WORKS**

All documents and projects drawn up, where appropriate, in execution of the agreement shall be the property of the Foundation, which may reproduce, publish and disseminate them in whole or in part without the contractor who is the author of the work being able to object to this.

The contractor may not make any use or disclosure of the studies and documents drawn up in connection with the performance of this agreement, either in whole or in part, directly or summarized, without the express authorisation of the contracting authority.

The awardee company shall be obliged to provide the Foundation with all data, calculations, processes and procedures used during the preparation of the work.