



Terms of Reference for „Software development for Clinic Management System (CMS)”

CONTENTS

| | |
|--|----------|
| 1. Context and background..... | 2 |
| 2. Purpose and objective..... | 2 |
| 3. Workplan | 3 |
| 4. Evaluation grid..... | 3 |
| 5. Budget and payments..... | 4 |
| 6. Submitting the application | 4 |

1. Context and background

A Clinic Management System (CMS), also known as Clinic Management Software or Medical Practice Management Software, is a computerized system designed to help healthcare facilities, such as clinics, medical offices, and small to mid-sized hospitals, manage their administrative and clinical operations efficiently. The objective of the text is to give an overview of a CMS that is intended to be developed for Health Program Manager in the future.

2. Purpose and objective

Objectives and deliverables:

- The system should be able to provide easy-to-use user interfaces and forms that will be used by the employees to collect different data on patients.
- The system should be able to securely encrypt data and store it in a relational database such as MYSQL.
- The system should be able to provide all the services that the currently implemented Access Database provides.
- The system should be able to authenticate users using the Auth 2.0 method, which is the best and the most reliable method of authentication.
- The system should be able to provide administrative services.
- The system should be able to display all the data related to patients, drugs, clinics, branches, and user accounts (The one who will be working with patients and entering data) to an administrative user who will have control over everything in the system.
- The System should be able to provide statistical information for admins through graphs, tables, and so on.

Note: These are some general Objectives that this software will meet. Along the development process, there can be many more small objectives that will be implemented. However, the system will be able to do what the current access database does more practically and easily.

Users and Area of Use

This system will have two kinds of users as below:

1. Users that will be entering the data (data entrants).
2. Admin who will have the authority over everything through special administrative accounts (Admins).

This system will be used in the following areas:

1. This software will be used on different computers by data entrants in different locations and clinics.
2. The system will be used by admins through administrative accounts from their devices and computers.

Project outcome

The outcome of the project is a software system that should be able to meet all the requirements mentioned in the above section.

3. Workplan

Estimated total number of working days: 3 months:

| SOFTWARE DEVELOPMENT PROCESS | | Estimated Time |
|------------------------------|--|----------------|
| 1. | Server-side developments and APIs | 1 month |
| 2. | Developing User Interface for Data Entrant | 20 days |
| 3. | Developing Admin User Interface | 1 month |

Language

Feasibility Study shall be submitted in English.

4. Evaluation grid

| Nr. | Evaluation Criteria | Max points |
|-----|---|------------|
| 1 | Overall related experience: Similar assignments; Years of experience; Expertise regarding areas mentioned in ToR | 30 |
| 2 | Methodology: Following the TOR; Proposal quality (organization and clarity) | 20 |
| 3 | Qualifications: Experts' CVs | 30 |
| 4 | Financial Evaluation | 20 |
| | Total | 100 |

Notes:

The minimum score regarding technical proposal evaluation is 50 points.

Regarding financial evaluation, the lowest offer gets maximum of points (20); the second in row gets 10 points; and the third gets 5 points. If the financial offer is the same, they get the same score.

5. Budget and payments

The Contractor is requested to provide ASB with a budget proposal regarding Experts' involvement based on the specific needs of the assignment as outlined above. Experts' involvement/fees should be inclusive of any other expenses relating to field trips.

Payments will be installed as follows:

- 100% final payment upon receipt and approval of a final document and invoice.

6. Submitting the application

Please submit your signed Offer in English by **20th November 2023, till 17:00**, to the following e-mail addresses: countryrep@asb-me.org. The Offer should include CV, Cover letter (1 page max), Technical offer (not exceeding 3 pages) and financial offer (proposed budget of all-inclusive fee in USD).