

CALL FOR PROPOSALS

**Consultancy on Developing a Business Plan for
Elderly Health Care Services**

Date of issue: July 25, 2013

Due date for proposals: August 2, 2013
Please email questions and proposals to:

thuvan@fhi360.org
ngocthu@fhi360.org

Issued by FHI 360 Vietnam

I. Background

The Vietnam population is aging and the current elderly care and support services may not be able to meet the needs of the population. Acute care in hospitals is only suitable for individuals with short-term conditions which require intensive care and medical support. In contrast, traditional home family care is most useful for families with members/hired care-giver staying home at all times and for care of elderly relatives who are relatively mobile and have a higher level of independence. There is a perceived need for a third type of health care which is provided periodically by trained health worker in-home to increase the quality-of-life of the elderly and reduce unnecessary and costly hospitalizations.

In 2012, FHI 360 conducted a market research survey to explore the viability and likely need and demand for home-health care services for elderly in Hanoi and Ho Chi Minh City. The analysis addressed several critical questions related to the market sizes, demand for the services, willingness to pay and current service providers in elderly care. Based on this information, FHI 360 intends to develop a business plan assess the feasibility and sustainability of an Eldercare service system.

II. Scope of Work for Consultant:

The purpose of this contract/work is to develop a business plan for our organization to assess the economic viability and feasibility of elderly care service system. We are looking for a consultant to provide strategic guidance based on discussions with FHI360, 1) an understanding of the health sector business environment in Vietnam, particularly Hanoi and HCMC and 2) insight gained from previous market research. All the following points should be addressed in your EOI:

- Current availability of home based care services for the elderly in Hanoi and HCMC including identifying the major service providers, common health care needs, and pricing of services.
- Health care insurance coverage accessibility to elderly people and their families.
- Estimate of investments required to implement a small scale pilot health care service.
-

III. Timeline of the consultancy

The expected timeframe for this project is August 15 to September 30, 2013.

IV. Preparing the proposals

Proposals must include:

- Relevance experience of the individual or company especially past experience in developing business plans in Vietnam for similar health care or related services

- CVs of individual consultants or individuals who would be assigned by your company to assist FHI 360 in developing the business plan.
- An outline of a proposed business plan and brief description of the process and time period for developing the plan. FHI 360's goal is to complete the business plan before October 1st, if feasible.
- An initial cost proposal.
- References from past clients who have received similar services if available.

The above should consist of no more than seven (07) single-spaced pages.

V. Submission of proposals

Interested agencies and individuals should email electronic versions of their proposals to FHI 360 Vietnam by 5:00pm on August 2, 2013 to:

Nguyen Thu Van at thuvan@fhi360.org

Nguyen Ngoc Thu at ngocthu@fhi360.org

Email submission should have the subject line "Proposal for Developing a Business Plan for Elderly Health Care Services".

Submissions received after the deadline will not be accepted.

VI. Award process

Successful applicant will be notified by August 16, 2013 and FHI 360's decision is final.

After final selection has been made, FHI 360 Vietnam will work with the selected agency to develop a purchase order under which the agency will implement the project. The selected agency is expected to commence work as soon as the purchase order has been signed.

FHI 360 reserves the right to reject any and all proposals and to negotiate the terms of the sub-award, including the sub-award amount, with the selected agency prior to entering into an award. If sub-award terms cannot be agreed upon, FHI 360 Vietnam may negotiate with the next-highest-scoring agency. FHI 360 Vietnam creates no obligation, expressed or implied, by issuing this call for expressions of interest or by receipt of any responses submitted. The mutual obligations and responsibilities of FHI 360 Vietnam and the successful agency will be recorded in the sub-award. FHI 360 Vietnam is under no obligation to sign a sub-award with any agency should negotiations regarding terms be unsuccessful.