



## CALL FOR BIDS

### POLICY DEVELOPMENT CONSULTANCY FOR HOSPITAL POLICIES

**Organization:** RUGARAMA HOSPITAL

**Bid Reference Number:** RH/POLICY REV/02/25

**Date of Issue:** 24th April 2025

**Submission Deadline:** 15th May 2025

#### 1. Background

Rugarama Hospital invites qualified consultancy firms to submit bids for the development of comprehensive hospital policies. These policies will enhance operational efficiency, regulatory compliance, and quality of care. The required policies include: Human resource, Finance and Procurement and Constitution.

#### 2. Scope of Work

The selected consultancy firm will be responsible for:

- ☒ Conducting a needs assessment and gap analysis of existing policies
- ☒ Engaging stakeholders (hospital staff, regulators, and patients) for input
- ☒ Drafting and structuring hospital policies in line with best practices
- ☒ Ensuring compliance with national health regulations and standards
- ☒ Developing an implementation and monitoring framework
- ☒ Conducting training/workshops on the newly developed policies

#### 3. Eligibility Criteria

Interested firms must meet the following requirements:

- ✓ Proven experience in healthcare policy development
- ✓ Demonstrated knowledge of hospital operations and regulatory frameworks
- ✓ Minimum [5] years of experience in consultancy and policy development
- ✓ Evidence of successful completion of similar projects

#### 4. Submission Requirements

Bids must include:

- ✦ A detailed technical and financial proposal
- ✦ Company profile and relevant experience
- ✦ References from at least [2] previous clients
- ✦ Timeline and methodology for policy development

#### 5. Bid Submission & Contact Information

All bids must be addressed to the Medical Superintendent and submitted electronically to [hospitalrugarama@yahoo.com](mailto:hospitalrugarama@yahoo.com) or delivered in a sealed envelope to: Rugarama hospital – Diocese of Kigezi – Kabale Municipality.

For inquiries, contact us at: ☎ 0772727772 / 0775289839 | ✉ [hospitalrugarama@yahoo.com](mailto:hospitalrugarama@yahoo.com)

Rugarama Hospital management reserves the right to accept or reject any bid and is not obligated to select the lowest bidder.

✦ Partner with us to shape policies that improve healthcare delivery, To the Glory of God!

