*TYPES OF SERVICES OFFERED:*

1. ***Project planning:***

* Project commercial viability study
* Project technical/operational feasibility study
* Project brief technical concept preparation/project design
* Project detailed technical narrative report
* Project detailed financial, monitoring & evaluation (M&E) plan
* Project detailed implementation & operational plan (Including Gantt chart, phase wise project technical operational plan)
* Detailed project construction, human resources, Biomedical equipment, technical operational & other plans

1. ***Project implementation. Construction:***

* Land acquisition & development (if required)
* Detailed project Architectural design planning & design finalization (through suitable hospital Architecture firm)
* Civil construction planning & construction along with supervision (through deploying suitable hospital/healthcare project making firm)
* Detailed Mechanical, Electrical, Plumbing (MEP) planning, implementation & supervision (through deploying suitable hospital/healthcare project making firm)
* Detailed Humidity, Ventilation, Air Condition (HVAC) planning & implementation & supervision (through deploying suitable hospital/healthcare project making firm)
* Detailed interior decoration planning, designing, furniture layout, purchase, installations along with all other decorative works (through deploying suitable hospital/healthcare project making firm)

1. ***Human resources & biomedical equipment:***

* Human resources recruitment process, finalization of selection, appointment
* All process for biomedical equipment’s, diagnostics, medical furniture’s, Oxygen plant purchase, installation including technical training for relevant technicians
* Periodical any required practical, technical training design & implementation

1. ***Operation & management:***

* Team building, coordination mechanism, task-oriented capacity building training of staffs to ensure efficient discharge of duties & responsibilities
* Regular management support to operate newly inaugurated project
* Regular follow up & monitoring of newly inaugurated project
* Preparation of various types of clinical, administrative, managerial, commercial & other types form, template for operational uses

1. ***Service quality & excellence:***

* Detailed writing of Standard Operational Procedure (SOP) for each type of clinical services delivered or each clinical & non clinical department
* Formulation of Key Performance Indicators (KPI) for each clinical, non-clinical, sales/marketing & all other departments
* Detailed project clinical service delivery Quality Assurance plan, methods, technical detailed process
* Preparation of detailed Infrastructure, Administrative, Financial, clinical services quality scan module with detailed process description. These scan modules are required for maintaining smooth function and efficiency of project

1. ***Sales/marketing:***

* Sales, revenue target set up. Preparation of detailed marketing operational plan for achieving that.
* Quarterly, half yearly, annual sales/marketing plan, technical guidance module
* Detailed technical, clinical, practical, operational capacity development of sales/marketing team. Periodic evaluation, coaching & guidance

1. ***Licensing & legal:***

* Company formation
* VAT, TAX certification
* Trade license
* Building design approval from Rajuk
* Fire Safety license
* No Objection Certificate (NOC) from DGHS
* Pathology/diagnostic laboratory permission
* X ray, CT scan permission from Atomic Energy Commission
* Model Pharmacy license
* Hospital waste management license
* Hospital/clinic license

1. ***Project financing:***

* Company annual financial statement, asset, liability, funding feasibility study
* Preparing & helping for all types of process documentation after due diligence
* All technical collaboration with funding agency & fund recipient