



Terms of Reference
Home Care Nurse Training Catering (FCPA in Lebanon)

Issued on: 10-01-2024	Issued by: Youssef Aouli	Validated by : Camilia Safatli	Category and Level: ITB/20241001/AICARFQ00700
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<u>Service Provider</u> <u>HOLDER</u>	Name: Start Date:
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Background Description:
Alawite Islamic Charity Association (AICA), a prominent non-governmental organization in North Lebanon, is seeking a highly qualified and experienced service provider to cater breakfast and lunch sandwiches to the “Home Care Nurse Training” participants at AICA's Social Hall Center in Jabal Mohsen from 16 January till 31 March 2024 under World Vision Lebanon, “FCPA in Lebanon Project”.

AICA is implementing a comprehensive “Home Care Nurse Vocational Training” program by AMC’s Certified Nurse Trainer under the FCPA in Lebanon (initiative intervention) to address the urgent healthcare gaps in Jabal Mohsen Community. This program aims to equip a group of 90 beneficiaries (30 beneficiaries/group) with essential healthcare skills and knowledge over a period of 22 days each, with 5 hours of training/day. The program will focus on providing specialized training in critical healthcare modules, including first aid, wound care, medication management, and various disease-specific care procedures.

Main areas of responsibilities:

- Provide healthy and fresh breakfast and lunch sandwiches as per Annex A
- Deliver the request to the specified training venue
- Ensure daily signing of the GRN
- Abid and sign AICA’s protection policies
- Sign all attached annexes

The above list is a non-exhaustive one, nor limitative, the internal audit could be asked to cover other responsibilities and tasks within the framework of his/her job/service on demand of the focal point.

Qualifications & Requirements:

- Registered entity
- MOF registration
- 3 recommendation letters
- Preference for service provider from Jabal Mohsen (serving the FCPA community support outline)

Direct contact focal point relationship:

Functional focal point: Field Coordinator
Technical focal point: Procurement Coordinator

I, the undersigned, agree to the above mentioned responsibilities and conditions of agreement.

Name:

Position:

Date:

Stamp and Signature: