

## Chapter 3. Implementation Plan

## CHAPTER 3. IMPLEMENTATION PLAN

### 3-1 Implementation Plan

#### 3-1-1 Implementation Concept

This project will be implemented in accordance with the grant aid framework of the Government of Japan after approval of both the Japanese and Azerbaijan Governments and the conclusion of the Exchange of Notes (E/N). Prior to the implementation, a Japanese consultant company will be selected by the Azerbaijan side, and the approval of tender documents for the equipment will start. After completion of the tender documents, a Japanese equipment procuring company which will be chosen by tender for the project will provide services for procurement and installation of the equipment. The consultant and procurement contracts will come into effect after approval of the Government of Japan.

For the implementation of the project conducted within Japan's grant aid framework, the following items should be considered:

- (1) The work schedule should be confirmed by both the Japanese and Azerbaijan staff in charge. Both sides should clarify the scope of work and the starting and completion dates to avoid confusion about installation work.
- (2) In order to shorten the delivery and installation period as much as possible, the equipment procuring company must investigate the project facilities two months before delivery of the equipment. The company must also check delivery routes, power supply, water supply and drainage, and prepare a bringing-in schedule.
- (3) Installation is expected to take about two months.
- (4) As for the foundation work for the X-ray unit and laundries covered by Azerbaijan, accurate estimation of installation work should be submitted immediately after the equipment plans are settled. This will encourage the

Azerbaijan government to propose its budget quickly to avoid any delay of work.

- (5) An instruction and training seminar will be held for Azerbaijan engineers, at which the procuring company will teach operation and maintenance methods for main equipment.
- (6) As for large-size medical equipment which needs special maintenance such as X-ray machines, ultrasound apparatus procured from a third country, each equipment manufacturer or the sales engineers of the procuring agents will give instructions on installation and maintenance.
- (7) As for equipment procured in Japan, Japanese engineers specializing in electronic medical equipment and general medical equipment will direct installation and maintenance.

### 3-1-2 Implementation Conditions

Taking into account that the project facilities are currently operating, the procurement schedule, routes, places for safekeeping and delivery and installation procedures should be duly considered through consultation with each project facility so that the daily medical activities will not be disturbed. Especially in case of renewal, sufficient meetings should be held about the removal and installation schedule. To avoid disturbing the regular medical activities, quick installation will be required.

### 3-1-3 Scope of Works

- (1) The scope of responsibility of the Japanese side in accordance with the grant aid scheme of this project covers the procurement and subsequent installation of medical equipment for the two medical facilities; Children's Hospital No.2 and Maternity Hospital No.5. The scope is limited as described below:
  1. The equipment that is shown in the aforementioned equipment plan list.

2. Maritime transport and land transport expenses and domestic transport expenses for the project facilities.
3. Expenses for installation of equipment (expenses for dispatch of engineers, local workers, tools, and measuring meters).
4. Expenses required for carrying out test runs, guidance for operation, inspections and maintenance management relating to the procured equipment.

(2) Items covered by the Azerbaijan Government

1. During the implementation period of the project, the Azerbaijan side shall accommodate a temporary office in each project facility for Japanese staff.
2. The infrastructure (electricity, water supply, drainage, and other facilities) needed for the project should be provided or improved before installation of the equipment, and the existing equipment should be removed from places where the new equipment will be installed (refer to the article "3-3-2 Basic Design, Overall plan").
3. Arrangements shall be made for quick unloading, customs clearance and land transportation.
4. Payments of customs duties and other taxes shall be exempted for the Japanese staff who stay in Azerbaijan to implement this project.
5. All necessary arrangements shall be provided for Japanese staff to stay in Azerbaijan to carry out the project and for their safety.
6. In accordance with the agreement with the banks concerned, the Azerbaijan side shall pay bank handling charges and the commission to issue the payment authorization to the Japanese bank which handles foreign exchange.
7. The equipment procured through the grant aid should be maintained properly

and used effectively. For this purpose, necessary budget and personnel should be assured.

### 3-1-4 Consultant Supervision

#### (1) Implementation system

This project is implemented by the following four parties:

##### 1) Project implementing body

The responsible agency for this project is the Department of Health of the Azerbaijan Government. The project facilities are two medical facilities; Children's Hospital No.2 and Maternity Hospital No.5.

##### 2) Consultant

Since the project is implemented under the Japanese grant aid program, its rules stipulate that a Japanese consultant must act on behalf of the Azerbaijan government in giving instructions, advice, and coordination from a fair standpoint throughout the tender, and implementation based upon the contract with the implementing organization of Azerbaijan. The specific tasks are as follows:

##### \* Detailed design

Preparation of tender documents for procurement of equipment (tender conditions documents, equipment specifications and cost estimations).

##### \* Assistance in tender and procurement contract

Selection of the procurement contract procedure, preparation of draft procurement contract, examination of the installation work plan, and selection of procurement agents (public announcement of tender, tender evaluation, contract negotiation and contract witnessing).

##### \* Inspection and approval of work execution drawings

Inspection and approval of equipment specifications, work execution drawings, and work plans submitted by the procurement agents.

\* Report on work progress

Report on progress of work execution to the implementing body and the related organizations.

\* Cooperation in payment approval procedures

Confirmation of bills relating to the remuneration to be paid after shipment and assistance in the follow-up procedures.

\* Consulting work

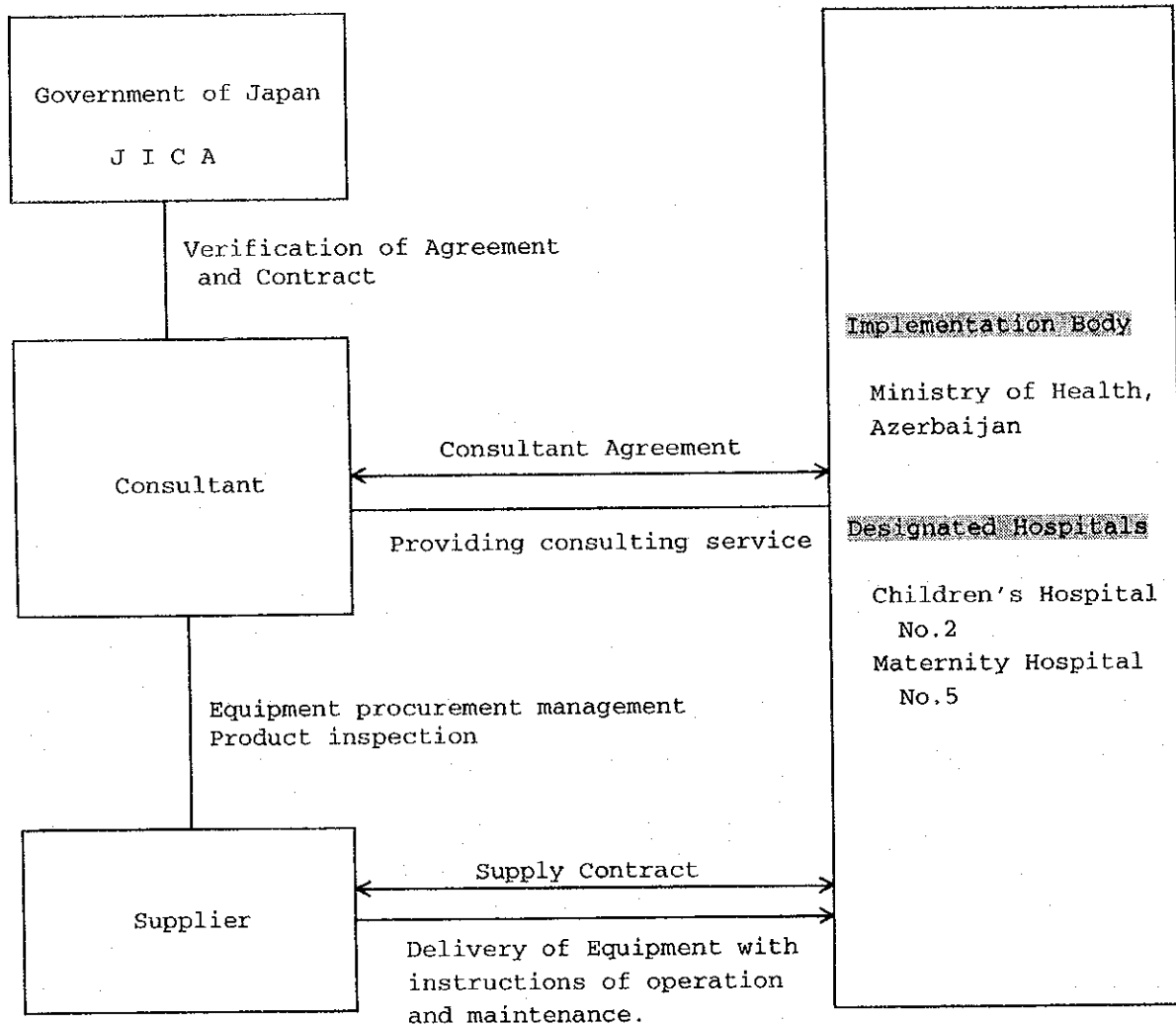
Witnessing of various works throughout the executing period.

3) Equipment procurement agent

A Japanese agent (trading company) which will be selected by tender implements the procurement of the equipment. The agent, based upon the contract with the Azerbaijan side, is responsible for manufacturing, supply, carrying-in, and installation of equipment, and gives guidance on equipment operation and maintenance management to the Azerbaijan side before delivery.

4) JICA

Japan International Cooperation Agency (JICA) supervises the consultant and the procurement agent so that the project can be implemented properly in accordance with Japan's grant aid system. Moreover, if necessary, JICA consults with the implementing organization.



**Figure 3-1 Implementation Flow Chart**

(2) Implementation design and supervision

The consultant, based on the contract with the Azerbaijan side, plans and supervises execution of the project. The implementation design is to determine detailed specifications and prepare the tender documents comprised of specifications, tender guidance, draft of equipment procurement contract, etc., based on the basic design study. Supervision is required to assure that the work of the procurement agent is implemented in accordance with the contract, and to give instructions, advice and coordination from a fair

standpoint to promote the project.

The supervision consists of the followings:

1) Stage of implementation design

Preparation of implementation design documents, confirmation of tender documents, preparation for tender and contract documents.

2) Stage of tender

Prior screening of applicants for tender, implementation of tender, evaluation of the contents of tender, and conclusion of contract.

3) Stage of work execution

Supervision of work execution (inspection and approval of equipment specifications, supervision of shipment, maritime transport, and inland transport, instructions and supervision of installation, and supervision of work to be covered by the recipient country), report on work execution progress, and issuance of certificates. (Upon confirming that the equipment installation is completed and the contract conditions are met, the consultant witnesses delivery of the equipment and completes its duty after obtaining acknowledgment of receipt of the equipment from the Azerbaijan side.)

Besides the above-mentioned work, the consultant reports on progress, payment procedures, and completion of delivery, etc., to those concerned of the Government of Japan.

(3) Personnel plan

Those who will be engaged in the consulting operation for the implementation design and the supervision of the work execution are as follows:

1. Project manager : 1 person

The project manager will supervise the entire project implementation.



2. Medical equipment planner : 2 persons

These persons will analyze the planned equipment and prepare specifications.

3. Installation planner : 1 person

This person will observe the progress of construction works done by the Azerbaijan side.

4. Cost estimation : 1 person

This person will confirm the total costs of the project and check the project facilities for maintenance, follow-up and other necessary procedures.

3-1-5 Procurement Plan

(1) Procurement of equipment

The following equipment will be procured from a third country, i.e. a country in Europe or U.S.A.

- 1) Equipment with which Azerbaijan medical personnel is familiar.
- 2) Medical equipment manufacturers and agents handling the equipment have their own maintenance network and offer a reliable maintenance system in Azerbaijan or in Moscow (Ankara).
- 3) Replacement parts and consumables of the equipment are available on site.

Other equipment should be selected after examining reliability of delivery date and appropriateness of procurement prices.

(2) Transportation of medical equipment

Considering the relationships and conditions with neighboring countries, shipping routes below are selected as follows.

1) Transportation of equipment made in Japan

Japan ~ <maritime transportation> ~ Iran (Bandar abbas) ~

<land transportation> ~ Azerbaijan (Baku)

2) Transportation of equipment made in Europe

Netherlands (Antwerp) ~ <maritime transportation> ~ Turkey (Mersin) ~

<land transportation> ~ Azerbaijan (Baku)

3-1-6 Implementation Schedule

(1) Implementing process

When the project is approved by the Cabinet of the Japanese government and the Exchange of Notes (E/N) is concluded between both countries, the project will be carried out according to the following procedures:

1. Conclusion of the E/N between both governments.
2. Conclusion of agreement between the implementing organization and the Japanese official foreign exchange banks concerning payment of the grant aid fund (Banking Arrangement).
3. Conclusion of the consultant contract between the implementing organization and the Japanese consultant.
4. Issuing of authorization to pay (A/P) for the consultant contract by the implementing organization.
5. Verification of the above contract and approval of payment by the Government of Japan.
6. Implementation design and preparation of tender documents by the consultant.
7. Approval of the tender documents by the implementing organization and preparation of tender by the consultant.
8. Tender and evaluation of tender documents.
9. Conclusion of agent contract (sales contract) relating to equipment procurement between the implementing organization and a Japanese trading company.

10. Verification of the above contract by the Government of Japan.
11. Issuance of authorization to pay (A/P) according to the agent contract (sales contract) by the Ministry of Health of the Azerbaijan Government.
12. Approval for equipment manufacturing and work execution drawings. (The consultant examines and approves specifications to be submitted by equipment suppliers, gives necessary instructions, and coordinates through close contacts with the Ministry of Health in order to execute the work smoothly.)
13. Equipment witnessing inspection. (The consultant witnesses factory inspections before shipment as required and approves the inspection as the proxy of the Ministry of Health of the Azerbaijan government.)
14. Work execution management. (In accordance with the contract, the consultant, as the proxy of the Ministry of Health, scrutinizes and approves the specifications, inspects and approves the equipment, supervises shipment and inland transportation, instructs the installation, and supervises work execution covered by the recipient country.)
15. Progress management. (The consultant supervises work progress so that the equipment procurement contract can be completed within the period stated in the E/N, and gives the necessary directions to the supplier.)
16. Final inspection and test runs. (The consultant conducts work completion inspection and commissioning of the procured equipment, confirms the performances described in the specifications, and submits a certificate of completion to the Ministry of Health of the Azerbaijan government.)
17. Hand-over and completion.

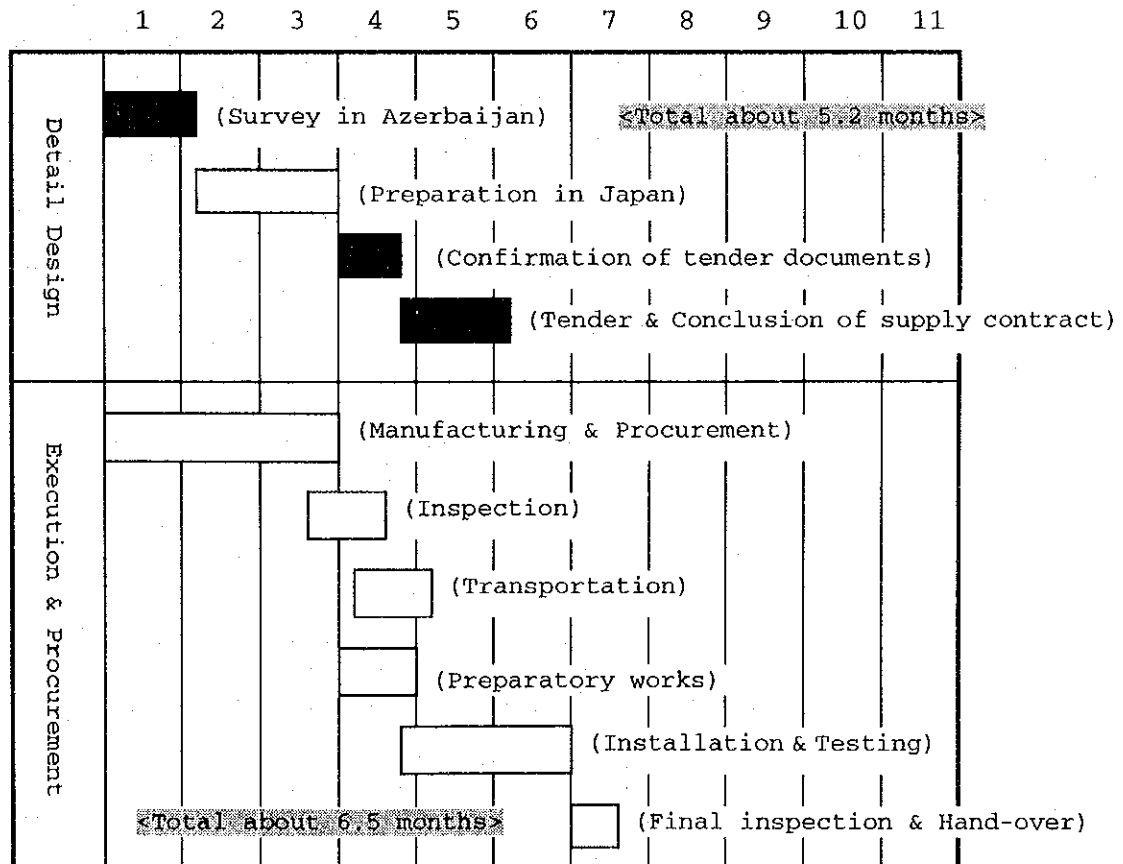
(2) Period of implementation

After the conclusion of the E/N, the period required for each task on the Japanese side is roughly as follows:

**Table 3-2 Period of implementation and content of work**

Content of Work	Phase I
1. Conclusion of the consultant contract, discussion about detailed design.	About 1.3 months
2. Detailed design, preparation of tender documents	1.8
3. Approval of tender documents	0.8
4. Tender, conclusion of contract and approval	0.8
5. Manufacture of equipment	1.3
6. Transportation	0.5
7. Installation (including initial testing, adjustment, operation guidance, training, maintenance instruction, confirmation of hand-over and preparatory works, etc.)	3.0
Total	11.7 months

The work progress chart is the following:



**Figure 3-3 Work execution chart**

### 3-1-7 Responsibility of the Recipient Country

For the implementation of this project, the Government of Azerbaijan is required to undertake the following necessary measures:

- A) To execute all items stated in (2) of Chapter 3-1-3.
- B) To maintain and use the equipment purchased under the grant aid program properly and effectively, and to report its condition to the Government of Japan on a regular basis.
- C) To bear all expenses other than those covered by Japan's grant aid.

### 3-2 Operation and Maintenance Plan

#### (1) Equipment and Materials

The medical facilities under the jurisdiction of the Ministry of Health of Azerbaijan were totally supported by "Azmedtechnica," which took care of all maintenance and upkeep responsibilities for the facilities, equipment and materials in the past. After the republic gained independence, the government's privatization policies have put the future of this organization into question. The Ministry of Health decided to establish a Training Service Center and have it undertake the maintenance duties for the hospitals covered by this Project. This Center came into being in November 1998 and its organization comes within the direct jurisdiction of the Ministry of Health. Its purpose is to fulfill the following three functions:

- Maintenance, upkeep and management of medical equipment and materials
- Technical training (Staff training, instruction and development aimed at doctors, nurses and paramedical staff)
- Information processing and management related to medical care (Computer room)

The operating facilities of the Center's Maintenance Department use a part of the former Computer Center. Its personnel recruitment schedule envisions the appointment of six Senior Engineers who will be recruited from "Azmedtechnica" and the private sector. This Maintenance Department as well as the Technical Training Department are due to commence full operation in September 1999.

The Information Management Department is already operational covering a range of duties, including the compilation of medical data, questionnaire inquiries and equipment/materials inventories.

(2) Consumables and Spare Parts

The inventory management functions for the necessary consumables and spare parts at the project facilities will be executed by the Diagnostic/Laboratory Department and the Management Department acting in concert. The Diagnostic/Laboratory Department will be responsible for checking that the equipment and materials are properly used and the Management Department, that the equipment and materials are effectively supplied to the departments requiring them. The latter will also need to place orders with the scheduled suppliers and agents for the procurement of the equipment and materials. The Training Service Center responsible for the maintenance and upkeep of the project hospitals will therefore need to maintain close contact and ensure effective coordination with the Management Departments of the project hospitals by regularly sending out supervising staff to them to achieve an efficient supply of consumables and spare parts in accordance with the inventory levels at the project hospitals.

(3) Estimation of maintenance cost

Estimates of annual maintenance costs for consumables and spare parts of major equipment are shown in Table 3-4.

**Table 3-4 Estimations of annual maintenance cost**

Children's Hospital No.2

Item No.	Description	Annual cost of consumption & parts (Yen)	Quantity	Total (Yen)
C-1	Infant Incubator	32,200	5	161,000
C-2	Pediatric surgical Incubator	32,200	3	96,600
C-23-1	Neonatal ventilator	121,250	1	121,250
C-23-2	Infant Ventilator	121,250	2	242,500
C-65	Gastrointestinal fiberscope	16,000	1	16,000
C-67	Rhino-laryngofiberscope	16,000	1	16,000
C-68	Bronchofiberscope	16,000	1	16,000
C-83	Defibrillator	34,500	1	34,500
C-95	Anesthesia apparatus	61,160	1	61,160
C-96	Ventilator	121,250	2	242,500
C-100	Electro-surgical unit	76,230	1	76,230
C-146	Autoclave	29,000	2	58,000
C-148	Drying cabinet	20,000	1	20,000
C-162	High pressure steam sterilizer	74,300	1	74,300
C-167	Analyzer for Na,K,Cl	388,000	1	388,000
C-171	Spectrophotometer	283,500	1	283,500
C-172	Centrifuge (small)	18,700	1	18,700
C-173	Dental unit	17,800	1	17,800
C-181	Roentgen Apparatuses, General x-ray machine	1,208,700	2	2,417,400
C-182	Roentgen mobile type	338,700	1	338,700
C-184	Ultrasound Apparatus	274,100	1	274,100
	Total		31	4,974,240

Maternity Hospital No.5

Item No.	Description	Annual cost of consumption & parts (Yen)	Quantity	Total (Yen)
M-30	Cardiotocograph	199,200	4	796,800
M-33	Infusion pump set	18,000	2	36,000
M-52	ECG unit	32,500	1	32,500
M-54	Ultrasound diagnostic equipment	274,100	2	548,200
M-58	Anesthesia apparatus	61,160	2	122,320
M-62	Electrosurgical unit	76,230	2	152,460
M-72	Patient status monitor	55,600	2	111,200
M-83	High pressure steam sterilizer	74,300	2	148,600
M-87	Autoclave for laboratory	29,000	1	29,000
M-96	Spectrophotometer	283,500	1	283,500
M-104	Infant incubator	32,200	4	128,800
M-170	Patient monitor	55,600	6	333,600
M-171	Na K CL electrolyte analyzer	388,000	1	388,000
	Total		30	3,110,980

## **Chapter 4. Project Evaluation and Recommendations**



## (3) Estimation of maintenance cost

Estimates of annual maintenance costs for consumables and spare parts of major equipment are shown in Table 3-4.

Table 3-4 Estimations of annual maintenance cost

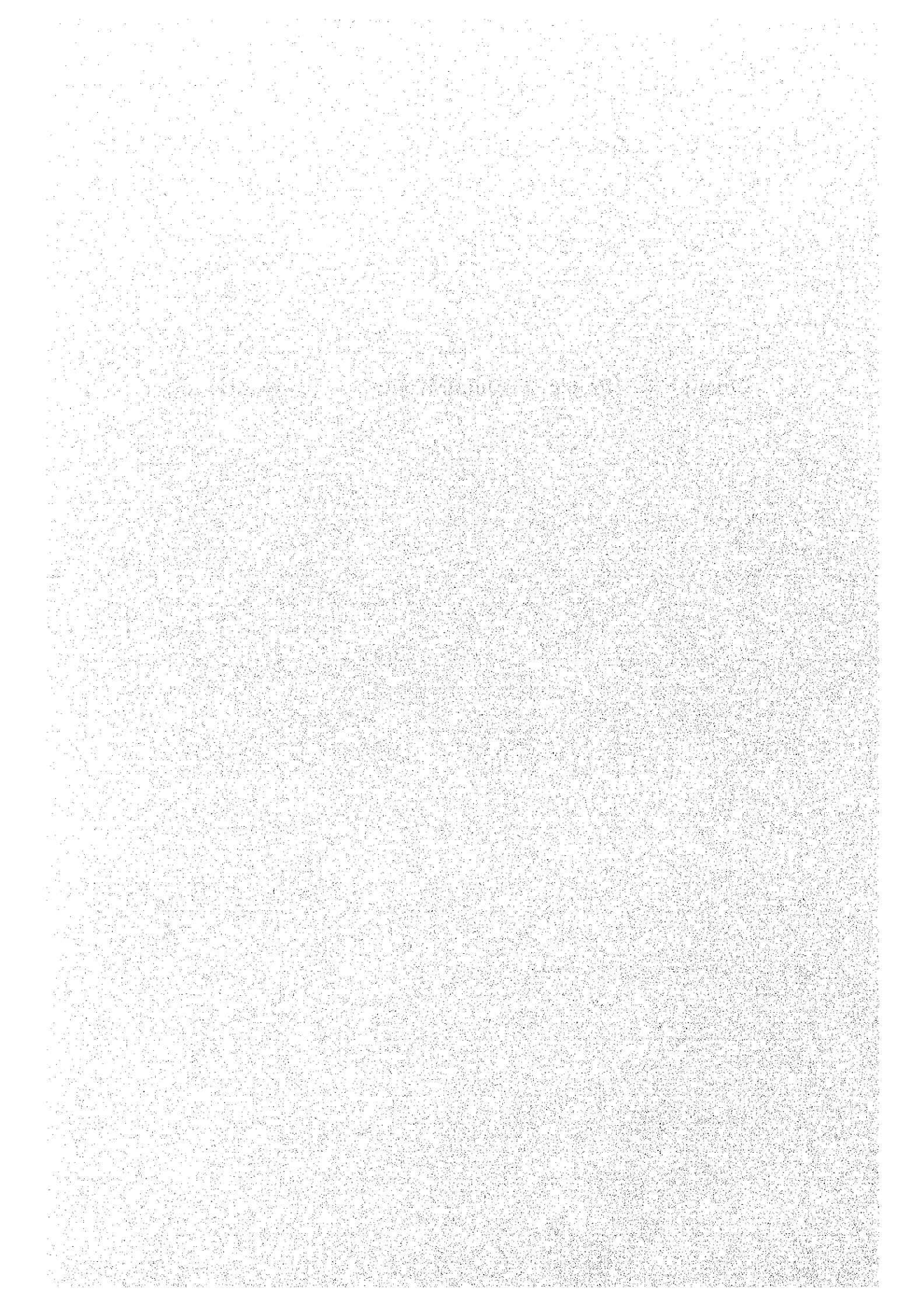
## Children's Hospital No.2

Item No.	Description	Annual cost of consumption & parts (Yen)	Quantity	Total (Yen)
C-1	Infant Incubator	32,200	5	161,000
C-2	Pediatric surgical Incubator	32,200	3	96,600
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C-95	Anesthesia apparatus	61,160	1	61,160
C-96	Ventilator	121,250	2	242,500
C-100	Electro-surgical unit	76,230	1	76,230
C-146	Autoclave	29,000	2	58,000
C-148	Drying cabinet	20,000	1	20,000
C-162	High pressure steam sterilizer	74,300	1	74,300
C-167	Analyzer for Na,K,Cl	388,000	1	388,000
C-171	Spectrophotometer	283,500	1	283,500
C-172	Centrifuge (small)	18,700	1	18,700
C-173	Dental unit	17,800	1	17,800
C-181	Roentgen Apparatuses, General x-ray machine	1,208,700	2	2,417,400
C-182	Roentgen mobile type	338,700	1	338,700
C-184	Ultrasound Apparatus	274,100	1	274,100
	Total		31	4,974,240

## Maternity Hospital No.5

Item No.	Description	Annual cost of consumption & parts (Yen)	Quantity	Total (Yen)
M-30	Cardiotocograph	199,200	4	796,800
M-33	Infusion pump set	18,000	2	36,000
M-52	ECG unit	32,500	1	32,500
M-54	Ultrasound diagnostic equipment	274,100	2	548,200
M-58	Anesthesia apparatus	61,160	2	122,320
M-62	Electrosurgical unit	76,230	2	152,460
M-72	Patient status monitor	55,600	2	111,200
M-83	High pressure steam sterilizer	74,300	2	148,600
M-87	Autoclave for laboratory	29,000	1	29,000
M-96	Spectrophotometer	283,500	1	283,500
M-104	Infant incubator	32,200	4	128,800
M-170	Patient monitor	55,600	6	333,600
M-171	Na K CL electrolyte analyzer	388,000	1	388,000
	Total		30	3,110,980

## **Chapter 4. Project Evaluation and Recommendations**



## CHAPTER 4 PROJECT EVALUATION AND RECOMMENDATIONS

### 4-1 Demonstration and Verification of Project Relevance and Beneficial Effect (Effect of Project)

#### (1) Verification of Project Relevance

The relevant nature of the direct and indirect effects arising from the Project has been verified from the following viewpoints.

1. Compatibility of the Project with the objectives and directions of the Health and Medical System Reform as the superordinate project.
2. Reduction of the infant and maternal mortality rates given as 26/1000 newborn and 70/100,000 mothers, respectively, according to the Azerbaijan Ministry of Health statistics (1994) to the (pre-independence) level of around 1985 of 15/1000 newborn and 30/100,000 mothers, respectively.
3. The project facilities have a statutory obligation to provide tertiary medical care services as top-referral hospitals in the maternity and infant care sector in Azerbaijan. Since the equipment and materials of the project facilities have not been renewed or replenished since the republic's independence the medical service activities have suffered a dramatic decline in standards due to the obsolescence of the existing equipment and materials. The Project will serve to resolve these problems and restore the facilities to the previous service capability.
4. The project facilities in their capacity as teaching hospitals will be capable of providing diagnostic services of high accuracy and effective medical treatment as a result of the procurement

of the new equipment and materials under the Project and hold promise of improved standards in quality and medical staff training.

5. The equipment and materials procured under this Project will not pose any financial and technical problems in terms of the post-project needs for maintenance and upkeep since priority is given to the renewal and replenishment of the existing equipment and materials.
6. The beneficial effect of this Project will be its contribution to an improvement in the medical services for a wide range of the population, including the poor. The Project is also capable of being implemented under the criteria for Japanese grant aid cooperation.

The execution of this Project holds promises of the following results.

1) Direct Effects

The project facilities are hospitals providing health care services for pregnant women and children, including refugees and the low-income segments. They are located in Baku, the capital of Azerbaijan (Children's Hospital No.2 and Maternity Hospital No.5).

1. The Project will restore the project facilities to their proper functional service capability and contribute to mother and child health care in the region.
2. As a result of the implementation of the Project the facilities concerned will be able to provide high-quality medical care services in accordance with their function in the referral hierarchy in Azerbaijan.

3. As a result of the execution of the Project the hospitals concerned will act as teaching and training institutions in high-quality diagnostic techniques and can thus contribute to the training of medical staff in Azerbaijan's mother and child medical care sector.
4. As a result of the execution of the Project the project hospitals will be able to increase their hospital bed availability by 50%.

## 2) Indirect Effects

The Ministry of Health of Azerbaijan is in the process of developing and executing the Health and Medical System Reform concentrating on the streamlining of the medical care system, a review of the regional care services, the introduction of a Fee-Based Medical Service System and a Medical Care and Welfare Insurance.

This Project is consistent with this overall Health and Medical System Reform and will therefore lead to an improvement in the mother and child health care services in Azerbaijan and also make a positive contribution to improvements in the service activities of the Azerbaijan medical care system, with a promising potential to extend its services both on a regional and national scale.

## 4-2 Recommendations

- ① In connection with the upgrading of equipment and materials, it will be necessary to upgrade the maintenance and management system and take appropriate measures to cover the costs involved. The Ministry of Health will thus be required to provide the necessary

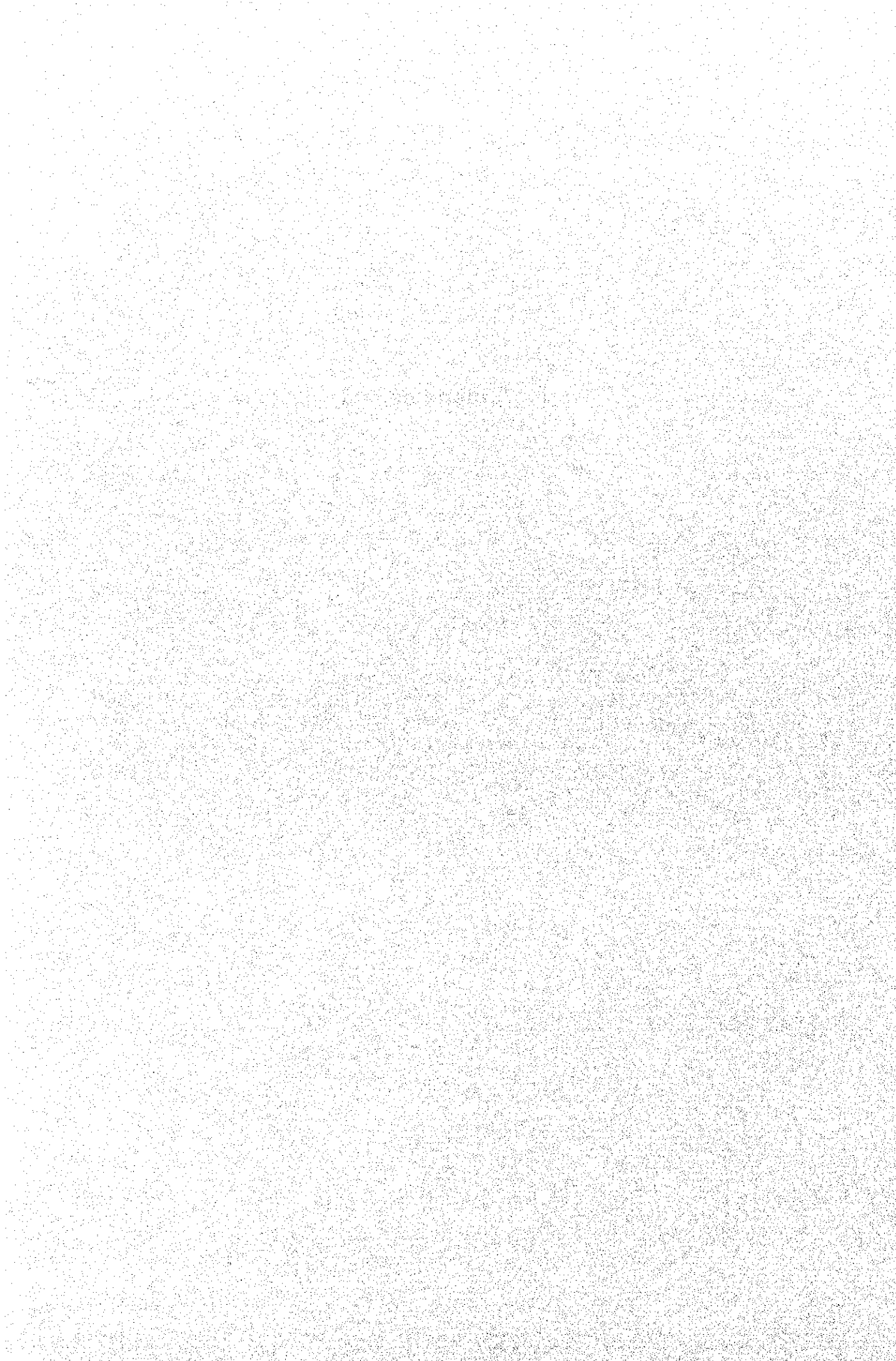
backup, including the budget allocations for the ordinary maintenance and management tasks in order to ensure the proper functioning and operational availability of the project facilities and guarantee the maintenance and upkeep of the facilities through the establishment of the Training Service Center.

② Under central administration of the former Soviet Union all national policy activities were under the central government control and the Azerbaijan republic in its present post-independence condition will need determine its own policies. The Azerbaijan government is considering specific policies and directives also in the medical policy area. The Ministry of Health is aware of the need for assembling experts in the field in order to achieve the Health and Medical System Reform without delay, the need for discussing and debating the issues to arrive at a system in which the individual facilities will be capable of developing, implementing and evaluation their own ideas or plans as to the nature of the activities they should engage in, and the need for urgently defining and determining directives.

③ This Project is a means of restoring the project hospitals to their proper functional capability by procuring the equipment and materials they require. In organization terms, it will be essential to enhance the work ethos of the medical staff, improve the quality of the medical services and create a higher level of awareness of the medical services among the population.

## **【 Appendices 】**





## Appendix 1. Member List of the Survey Team

### (1) Basic Design Study Team

Title	Name	Organization
Team Leader	Dr.Katsuhiko Yoshitake	Bureau of International Cupertino, International Medical Centre of Japan, Ministry of Health and Welfare
Coordinator	Ms. Mayumi Horikawa	First Project Study Division, Grant Aid Project Study Department, Japan International Cooperation Agency(JICA)
Project Manager	Mr.Tatsuro Nakajima	BINKO Ltd.
Equipment Planner I	Mr.Kaneko Yoshihiro	BINKO Ltd.
Equipment Planner II	Mr.Hiroshi Murakami	BINKO Ltd.
Facilities and Utilities Planner	Mr.Ichiro Nomura	BINKO Ltd.
Cost and Procurement Planner	Mr.Naoki Hanaoka	BINKO Ltd.
Interpreter	Mr.Yoshiyuki Murai	BINKO Ltd.

### (2) Explanation Study Team for Draft Report

Title	Name	Organization
Team Leader	Mr.Toshiyuki Iwama	First Project Study Division, Grant Aid Project Study Department, Japan International Cooperation Agency (JICA)
Technical Adviser	Dr.Seiki Tateno	Bureau of International Cupertino, International medical Centre of Japan, Ministry of Health and Welfare
Project Manager	Mr.Tatsuro Nakajima	BINKO Ltd.
Equipment Planner I	Mr.Kaneko Yoshihiro	BINKO Ltd.
Interpreter	Mr.Yoshiyuki Murai	BINKO Ltd.

Appendix 2.

(1) Basic Design Survey Schedule

A	Team Leader
B	Project Coordinator
C	Project Manager
D	Equipment Planner I
E	Equipment Planner II
F	Facility Planner
G	Procurement Planner
H	Interpreter

No.	Date			Activities	Members
1	Oct.	20	Tue.	Narita 11:10 → Moscow 15:50 (JL445) (Courtesy Call on Embassy of Japan)	A B C D E F G H
2		21	Wed.	Moscow 8:25 → Baku 12:25 (SU189), Courtesy Call on MOH, Cabinet of Ministers	A B C D E F G H
3		22	Thu.	Meeting with MOH, Maternity Hospital No.5	A B C D E F G H
4		23	Fri.	Children's Hospital No.2, Polio clinic ----- Maternity Hospital No.5	A B C D H E F G
5		24	Sat.	Children's Hospital No.2	A B C D E F G H
6		25	Sun.	Maternity Hospital No.5	A B C D E F G H
7		26	Mon.	Children's Hospital No.2 ----- Maternity Hospital No.5	A B C D E F G H A B C D E F G H
8		27	Tue.	Discussion on Minutes (MOH)	A B C D E F G H
9		28	Wed.	Signing on Minutes ----- Children's Hospital No.2	A B C D E F G H C D E F G H
10		29	Thu.	Baku 17:40 → Moscow 19:40 (UN216)	A B
11		30	Fri.	Report to Embassy of Japan Moscow 20:05 → ----- Children's Hospital No.2 ----- Maternity Hospital No.5	A B C E H D F G
12		31	Sat.	→ Narita 10:40 (SU583) ----- Children's Hospital No.2 ----- Maternity Hospital No.5	A B C E G H D F
13	Nov.	1	Sun.	Internal meeting	C D E F G H
14		2	Mon.	Maternity Hospital No.5	C D E F G H
15		3	Tue.	Maternity Hospital No.5	C D E F G H
16		4	Wed.	Maternity Hospital No.5 ----- Children's Hospital No.2	C E G H D F
17		5	Thu.	Children's Hospital No.2 ----- Medical Center	C E G H D F
18		6	Fri.	Survey at MOH	C D E F G H
19		7	Sat.	Maternity Hospital No.5	C D E F G H
20		8	Sun.	Internal meeting	C D E F G H
21		9	Mon.	Research for agencies (Medtechnica, etc.) ----- Maternity Hospital No.5, Children's Hospital No.2	C H D E F G
22		10	Tue.	Survey at MOH ----- Maternity Hospital No.5, Children's Hospital No.2	C H D E F G
23		11	Wed.	Survey at MOH ----- Maternity Hospital No.5, Children's Hospital No.2	C H D E F G
24		12	Thu.	Baku 17:40 → Moscow 19:40 (UN216)	C D E F G H
25		13	Fri.	Moscow 19:30 →	C D E F G H
26		14	Sat.	→ Narita 11:05 (SU581)	C D E F G H

(2) Draft Explanation Survey Schedule

A	Team Leader
B	Technical Advisor
C	Project Manager
D	Equipment Planner I
E	Interpreter

No.	Date			Activities	Members
1	JAN	10	Sun.	Narita 13:00 → Moscow 17:25 (SU576)	A B C D E
2		11	Mon.	Moscow 8:25 → Baku 12:25 (SU189), Courtesy Call on MOH, Cabinet of Ministers	A B C D E
3		12	Tue.	Meeting with MOH, Maternity Hospital No.5	A B C D E
4		13	Wed.	MOH, WB	A B C D E
5		14	Thu.	Discussion on Minutes (MOH)	A B C D E
6		15	Fri.	Signing on Minutes	A B C D E
7		16	Sat.	Baku 4:00 → Moscow	A
				MOH	B C D E
8		17	Sun.	Internal meeting	B C D E
9		18	Mon.	Maternity Hospital No.5 (PCM)	B C D E
				Children's Hospital No.2 (PCM)	B C D E
10		19	Tue.	Baku 14:00 → Moscow 16:00 (SU190)	B C D E
11		20	Wed.	Moscow 15:45 →	B C D E
12		21	Thu.	→ Narita 7:00 (JL444)	B C D E

## Appendix 3.

## List of Participants in Azerbaijan

Organization	Title	Name
Cabinet of Ministers	Vice Prime-Minister	Mr.Sharikhov Abid
	Deputy Head of Division	Mr.Fataliev Nail
	Deputy Head of Division	Mr.Sadikhov Ismayli
	Adviser	Mr.Suleimanov Rovshan
Ministry of Health	Minister	Mr.Insanov Ali
	Deputy Minister	Ms. Zemfira Huseynora
	Head of Healthcare System of Baku city	Ms.Lala Kyacimora
	Minister Adviser on International Relationships	Mr.Alexande Umnyashkin
	Chief of Information and Statistics Dept.	Mr.Akhundov Oktay
Children's Hospital No.2	Director	Mr.Khudiev Azer
	Deputy Director	Mr.Razimov Elidar
	Deputy Director	Mr.Suleimanov Allakhverdi
	Chief of Infection ICU Dept.	Dr.Arif Guliyen
	Chief of Somatic ICU Dept.	Dr.Azim Naedaliyev
	Chief of X-ray Dept.	Dr.Nataliya Ustinskaya
	X-ray Dept.	Dr.Afet Atakishieya
ENT Dept.	Dr.Makhir Salifov	
Maternity Hospital No.5	Director	Ms.Immi Alekberova
	Azerbaijan Medical Institute of the Chief of Kafedra No.2	Ms. Aaza Shamsadinskaya
	Deputy Director	Ms.Karirova Nuriya
	Chief of ICU Dept.	Dr.Gahraman Kengerly
	Chief of Laboratory Dept.	Dr.Ganira Aliyeva
	Chief of Gynecological Dept.	Dr.Sevil Khalgova
	Chief of Physiological Infant Dept.	Dr. Eyran Mustafaeva
	Chief of Infant Dept.	Dr. Zokara Aliyeva
	Chief of Delivery Dept.	Dr.Sevil Nkuriyeva
Chief of Ultrasound Diagnosis Dept.	Dr. Samurat Gahramanova	
The World Bank	Operations Officer	Mr.Rasul A. Bagirov

Appendix 4-1.

MINUTES OF DISCUSSIONS

Basic Design Study on the Project for Improvement of the Medical Equipment  
for  
Children's Hospital No.2 and Maternity Hospital No.5  
in  
The Republic of Azerbaijan

In response to the request from the Government of The Republic of Azerbaijan (hereinafter refer to as " Azerbaijan" ), the Government of Japan decided to conduct the Basic Design Study on the Project for Improvement of the Medical Equipment for Children's Hospital and Maternity Hospital No.5 in Azerbaijan( hereinafter refer to as the "Project") and entrusted the study to Japan International Cooperation Agency (JICA).

JICA sent to Azerbaijan the Basic Design Study Team ( hereinafter refer to as " the Team" ), which is Headed by Dr. Katsuhiro YOSHITAKE, International Medical Center of Japan, Ministry of Health and Welfare, and is scheduled to stay in the country from October 21 to November 12, 1998.

The Team had a series of discussions with relevant officials of the Government of Azerbaijan concerned and conducted a field survey.

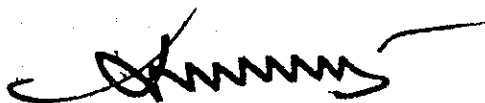
As a result of discussions and the field survey, both parties have confirmed the main items described on the attached sheets. The Team will proceed to further works and prepare the Basic Design Study Report.

Bake, October 28, 1998

吉武 亮彦

Dr. Katsuhiro YOSHITAKE

Leader,  
Basic Design Study Team,  
JICA



Mr. Ali INSANOV

Minister,  
Ministry of Health,  
Republic of Azerbaijan

## ATTACHMENT

### 1. Objective

The objective of the Project is to improve the medical services at Children's Hospital - No.2 and Maternity Hospital No.5.

### 2. Project Sites

Project sites are Children's Hospital No.2 and Maternity Hospital No.5 located in Bake.

### 3. Responsible and Executing Agency

Responsible Agency: Health Ministry

Executing Agency : Children's Hospital No.2 , Maternity Hospital No.5

### 4. Items Requested by the Government of Azerbaijan

After the discussions with the Team, the items described in Annex-1 were finally requested by the Government of Azerbaijan.

Note: A = 1st Priority / necessary      B = 2nd Priority / for further examination

C = 3rd Priority / non-applicable

However, the final components of the Project will be decided after further study.

### 5. Basic Criteria for Selecting the Equipment

The Azerbaijan side understood that the Japanese side will analyze the requested items based on the basic criteria referred in Annex-2

### 6. Japan's Grant Aid System

- (1) The Government of Azerbaijan understood the system of Japan's Grant Aid on Annex-3 as explained by the Team.
- (2) The Government of Azerbaijan will take all necessary measures, as described in Annex-4 for the smooth implementation of the Project on the condition that the Grant Aid is extended to the Project by the Government of Japan.

### 7. Schedule of Basic Design Study

- (1) The consultants will proceed to further study in Azerbaijan until November 12, 1998.
- (2) JICA will prepare the draft report of the Basic Design and dispatch a mission to Azerbaijan in order to explain its contents in January, 1999.
- (3) In case that the contents of the report is accepted in principle by the Azerbaijan side, JICA will complete the final report and send it to the Government of Azerbaijan by April, 1999.

### 8. Other relevant issues

- (1) Children's Hospital No. 2 and Maternity Hospital No. 5 should take the leadership and the initiative in the field of Maternal and Child Health as following under the National Health Policy:



To

- 1) decrease maternity mortality
- 2) decrease neonatal and infant mortality
- 3) promote maternal and child health

(2) The Azerbaijan side agreed to execute the items of the following to improve the function of the hospitals.

To

- 1) increase the diagnostic and therapeutic capabilities in every clinical department
- 2) renovate and keep the hospitals clean
- 3) play the leading role in the primary health care and the promotion of community health
- 4) increase capabilities of the hospital management
- 5) reform the organization of hospitals including personnel reshuffle in the hospitals
- 6) improve training function for the personnel from the primary and secondary levels of health facilities
- 7) improve the maintenance system of medical equipment in the hospitals

(3) The Azerbaijan side agreed to submit annual statistics ( from 1999 to 2005 ) of the following items to the Embassy of Japan in Moscow in order to evaluate and monitor the impact of the Project on improvement of the hospital functions.

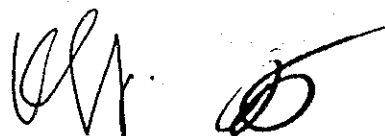
- 1) Number of patients ( Out-patient, In-patient/ General, Each department )
- 2) Number of referred patients ( General, Each department )
- 3) Average length of the hospital stay ( General, Each department )
- 4) Hospital mortality rate ( General, Each department )
- 5) Number of completely recovered patients ( General, Each department )

(4) Ministry of Health ensures to allocate necessary budget for operating and maintaining (including the spare parts, the consumable supplies, etc.) the medical equipment provided to Children's Hospital No.2 and Maternity Hospital No.5 under the Grant Aid.

(5) The existing equipment to be replaced with new ones shall be removed and the facilities where new equipment is to be installed shall be renovated by the Azerbaijan side for the smooth and effective implementation of the Project.

At the time when the next study team comes, the Japanese side will present the schedule and the details of renovation which is to be done by the Azerbaijan side.

(6) Staff training activities for operating and maintaining the medical equipment is requested by the Azerbaijan side as a part of the Grant Aid.

Two handwritten signatures in black ink are located at the bottom right of the page. The first signature is a stylized, cursive name, and the second is a more abstract, circular scribble.



Item No.	Description	Re'd Q'ty	Priority		
			A	B	C
	Pediatrics				
C-1	Infant Incubator	5	3	2	
C-2	Pediatric surgical Incubator	5	2	1	2
C-3	Infant transport incubator	3			3
C-4	Portable infant incubator	2	1	1	
C-5	Infant warmer	2	2		
C-6	Infant care unit	2	2		
C-7	Phototherapy unit	5	3	2	
C-8	Monitor stand with phototherapy unit	5			5
C-9	Phototherapy unit	5			5
C-10	Phototherapy unit	5			5
C-11	Head frame	2	2		
C-12	Oxygen head box for Infant	4	3	1	
C-13	Bilirubin meter	4	2	1	1
C-14	Heated humidifier	2			2
C-15	Neo-silver	2			2
C-16	Radiant shut off hood	2			2
C-17	Neonatal monitor	2	2		
C-18	Neonatal patient stimulator	2			2
C-19	Interface	2			2
C-20	Soft-E (ECG electrode)	2			2
C-21	Syringe infusion pump	5	4	1	
C-22	Irrigator stand	4			4
C-23 -1	Neonatal ventilator	1	1		
C-23 -2	Infant Ventilator	3	2		1
C-24	Ultrasonic nebulizer	2	2		
C-25	Pediatric examining table	2			2
C-26	Infant scale	6	2		4
C-27	Baby scale	10			10
C-28	Infant bassinet stand	10			10
C-29	Hi-Lo infant bassinet stand	5			5
C-30	Emergency stretcher	20	5		15
C-31	Impossible blood transfusion set	10			10
C-32	Baby stethoscope	20			20
C-33	Miller's laryngoscope set	4	2		2
C-34	Infant feeding tube	50			50
C-35	Infant nail scissors	20			20
C-36	Oxygen monitor	2	2		
C-37	Oxygen meter	2			2
C-38	Resuscitator for both neonate and adult	3	2	1	
C-39	Infant resuscitation bag	3	2	1	
C-40	Resuscitator for neonate and infant	3			3
C-41	Jackson reset resuscitation bag	10			10
C-42	Oxygen tent	10	2		8
C-43	Oxylator	2			2
C-44	Oxygen face mask	10			10
C-45	Nasal oxygen cannula	20			20
C-46	Suction tube	50			50
C-47	Oxygen flowmeter	2	2		
C-48	Measuring rod	5			5
C-49	Baby rule	10			10
C-50	Automatic weighing scale	10			10
C-51	Weighting scale	10			10

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B


Children's Hospital No.2

Item No.	Description	Re'd Q'ty	Priority		
			A	B	C
C-52	Examining couch	5			5
C-53	Instrument cabinet	5			5
C-54	Stethoscope	20			20
C-55	Stethoscope	20			20
C-56	Sphygmomanometer, mercurial	10	5		5
C-57	Sphygmomanometer	5			5
C-58	Diagnostic set	10	4		6
C-59	Percussion hammer	30			30
C-60	Laryngoscope with fiber optic illumination	5	2		3
C-61	Medicine cabinet	10			10
C-62	Insulin syringe	4000			4000
C-63	Microspirometer	2			2
C-64	Metabolic measurement system	1			1
C-65	Gastrointestinal fiberscope With light source	4	1		3
C-66	Duodenofiberscope	5			5
C-67	Rhino-laryngofiberscope	4	1		3
C-68	Bronchofiberscope	4	1		3
C-69	Video-endoscope system	1	1		
C-70	Laparoscope for cholecystectomy set	2			2
C-71	Laparoscope set	2			2
C-72	Surgical CO2 insulator	1			1
C-73	Endoscopic table	1			1
	<b>SURGICAL</b>				
C-74	ENT Surgical Instrument set	1	1		
C-75	Operating instrument set in metal case	1			1
C-76	Throidotomy instrument set in metal case	2	2		
C-77	Neurosurgery instrument set in metal case	1			1
	<b>MONITORING ROOM</b>				
C-78	Electroencephalograph	1	1		
C-79	Tonography system	1			1
C-80	Electroencephalograph	1			1
C-81	Patient monitor	6	6		
C-82	Central monitor	1			1
C-83	Defibrillator	1	1		
	<b>OPERATING ROOM</b>				
C-84	Operating table	2	2		
C-85	Micro-Neuro surgery operating table	2			2
C-86	Universal operating table	1	1		
C-87	Operating light(selfcontain type)	1	1		
C-88 -1	Examination light(normal)	7	4		3
C-88 -2	Examination light(shadowless )	3	2		1
C-89	Electric suction unit(for 2bottle)	4	4		
C-90	Electric suction unit(for 1 bottle)	12	7	5	
C-91	Electric suction unit	2			2
C-92	Portable suction unit	2	2		
C-93	Electric suction unit	2			2
C-94	Continuous suction unit	2			2
C-95	Anesthesia apparatus	2	1	1	
C-96	Ventilator	2	2		
C-97	Face mask	2			2
C-98	Airway	2			2
C-99	Operation microscope	2			2

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Children's Hospital No.2

Item No.	Description	Re'd Qty	Priority		
			A	B	C
C-100	Electro-surgical unit	2	1		1
C-101	Sliding stretcher	1			1
C-102	Recovery stretcher	1			1
C-103	Instrument cabinet	5	3	2	
C-104	Dressing receptacle	10			10
C-105	Stand	5			5
C-106	Ultra-violet water sterilizer	2			2
C-107	Brush sterilizer box	2	1		1
C-108	Soap dispenser	2			2
WARD					
C-109	Examining table	5	5		
C-110	Three panel screen	5			5
C-111	Double screen	5			5
C-112	Single screen	5			5
C-113	Cloth basket	10			10
C-114	Chair	5			5
C-115	Stethoscope	20			20
C-116	X-ray film illuminator	2	2		
C-117	Arm rest stand for infusion	2			2
C-118	Medicine cabinet	2			2
C-119	Blood transfusion warmer	10	2		8
C-120	Infusion warmer	20			20
C-121	I-crank standard bed	5			5
C-122	Pediatrics bed	1			1
C-123	Air mattress	5	1		4
C-124	Bedside cabinet	2			2
C-125	Laundry cart	10			10
C-126	Instrument table	5	5		
C-127	Dressing carriage	5			5
C-128	I.V. hanger stand	50			50
C-129	Folding canvas bed	20			20
C-130	Wheel chair	2	2		
C-131	Hi-Lo hair shampooing basin trolley	2			2
C-132	Hair shampooing stand	2			2
C-133	Bedpan flushing and sanitizing apparatus set	2			2
C-134	Body cleaning towel trolley	5			5
C-135	Emergency cart	2	2		
C-136	Clinical chart file cart	1			1
C-137	I.V. Hanger stand with 4 casters & double hoods	10			10
C-138	Instrument/dressing table	5	3	2	
C-139	Sterilizing tray stand	10	3		7
C-140	Dressing jar	2			2
C-141	Instrument sterilizing tray	50			50
C-142	Dressing drum	50			50
C-143	Catheter tray	10	5		5
STERILIZATION ROOM					
C-144	High pressure steam sterilizer	1			1
C-145	High pressure steam sterilizer	2			2
C-146	Autoclave	2	2		
C-147	Ultrasonic cleaner	2			2
C-148	Drying cabinet	1	1		
C-149	Tube dryer	1			1
C-150	Surgical glove conditioner	1			1

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Children's Hospital No.2

Item No.	Description	Re'd Q`ty	Priority		
			A	B	C
C-151	Transfer cart	1			1
C-152	Instrument sterilizer	4	4		
	LABORATORY				
C-153	Autopsy table	1			1
C-154	Autopsy shadowless light	4			4
C-155	Morgue refrigerator	1			1
C-156	Morgue cart	1			1
C-157	Autopsy instrument set	2			2
C-158	Tissue forceps	10			10
C-159	Universal research microscope	1			1
C-160	Binocular educational microscope	1			1
C-161	Full automatic photomicrographic system	1			1
C-162	Sterilizer, vertical	2	1		1
C-163	Autoclave	1			1
C-164	Sterilizer, vertical	1			1
C-165	Water bath	2	1		1
C-166	Hemometer	2	2		
C-167	Analyzer Na-K	1	1		
C-168	Glycated hemoglobin a/c analyzer	1			1
C-169	Calcium magnesium meter	1	1		
C-170	Oximeter pulse	1			1
C-171	Clinical spectrophotometer	1	1		
C-172	High-speed micro centrifuge	1	1		
	DENTAL				
C-173	Chair-mounted unit	1	1		
C-174	Chair-mounted unit	1			1
C-175	Dental X-ray unit	1	1		
C-176	Root canal instrument	5	3		2
C-177	Diamond bur instruments	2	2		
	ENT				
C-178 -1	ENT Instruments set	1		1	
C-178 -2	Audiometer	1	1		
	Others(General use)				
C-179	Kit of instruments for endomorphism of supplementary sinuses of the nose and instruments for microsurgery	1		1	
C-180	Kit of instruments for microlaryngology	1		1	
C-181 -1	Roentgen Apparatuses	1	1		
C-181 -2	General x-ray machine	1	1		
C-181 -3	Manual developing tank and accessories	1	1		
C-182	Roentgen mobile type	3	1		2
C-183	Anaesthetic apparatus	2			2
C-184	Ultrasound Apparatus	2	1		1
C-185	Tracheotomy set	1	1		
C-186	Esophagoscopy Apparatus with forceps	1	1		
C-187	Instruments for Adenoidectomy	1		1	
C-188	Bipola Coagulation	1		1	
C-189	Diagnostic Apparatus for Laboratory	1			1
C-190	Ambulance cars	1		1	
C-191	Standby generator for ICU	1	1		
C-192	Inhalar (system servo ventilator)	4			4
C-193	Portable Monitors	4			4
C-194	Personal computer	2	2		

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## Children's Hospital No.2

Item No.	Description	Re'd Qty	Priority		
			A	B	C
C-195	Printer	1	1		
C-196	Overhead projector	1	1		
C-197	Screen	1	1		
C-198	Speaker system	1	1		

Maternity Hospital No.5

Item No.	Description	Re'd Qty	Priority		
			A	B	C
M-1	(Backhaus) towel forceps (curved 27cm)	1			1
M-2	Emergency cart	1			1
M-3	Examination lamp	3	2	1	
M-4	Gynecological examination table	1			1
M-5	Gynecological examination unit	1			1
M-6	Instrument cabinet	1			1
M-7	Instrument set for diagnosis	2	2		
M-8	Irrigator stand	1			1
M-9	Manual resuscitator (Ambu-bag)	2		2	
M-10	Oxygen inhaler set (wall hanging type for adults)	2		2	
M-11	Stretcher	2		2	
M-12	Suction unit	4	3		1
M-13	Wheel chair for adults	1			1
M-14	X-ray film viewer	1			1
M-15	Boiling sterilizer	1			1
M-16	Doppler fetal detector	2	2		
M-17	Dressing jar	2			2
M-18	Examination lamp	1	1		
M-19	Foot chair	2			2
M-20	Forceps stand	2			2
M-21	Gynecological Examination table	1	1		
M-22	Gynecological examination unit	1	1		
M-23	Height scale for adults	2			2
M-24	Instrument set for treatment room	2	2		
M-25	Sphygmomanometer	2			2
M-26	Stethoscope	2			2
M-27	Thermometer	5			5
M-28	Vaginal speculum (Cusco, L. & M)	10	10		
M-29	Weighing scales for adults	2			2
<b>DELIVERY DEPT.</b>					
M-30	Cardiotocograph	4	4		
M-31	Delivery table	6	4		2
M-32	Doppler fetal detector	4	4		
M-33	Infusion pump set	4	2		2
M-34	Instrument cabinet	2	2		
M-35	Instrument set for delivery	2	2		
M-36	Irrigator stand	4			4
M-37	Oxygen Inhaler set (adult)	4	2	2	
M-38	Oxygen Inhaler set (infant)	4	2	2	
M-39	Oxygen Inhaler, suction set stand	2			2
M-40	Sphygmomanometer	1			1
M-41	Vacuum Extractor	3	2		1
M-42	Weighing scales for neonate	3	3		
M-43	Cardiotocograph	3			3
M-44	Irrigator stand	1			1
M-45	Oxygen Inhaler set (adult)	4			4
M-46	Patient bed	10			10
M-47	Sphygmomanometer	1			1
<b>MONITORING DEPT.</b>					
M-48	General x-ray machine	1			1
M-49	Mobile x-ray unit	1			1
M-50	Automatic film development	1			1
M-51	Manual developing tank and accessories	1			1

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Maternity Hospital No.5

Item No.	Description	Re'd Qty	Priority		
			A	B	C
M-52	ECG unit	1	1		
M-53	Examination table	6		2	4
M-54-1	Ultrasound diagnostic equipment with colour dopler	1	1		
M-54-2	Ultrasound diagnostic equipment (B&W)	1	1		
	OPERATION DEPT.				
M-55	Scrub station	4			4
M-56	Stretcher	2	2		
M-57	Abdominal operation instrument set	2	2		
M-58	Anesthesia apparatus	3	2		1
M-59	Cesarean operation instrument set	2	2		
M-60	Curettage operation instrument set	4	1	1	2
M-61	Defibrillator	1			1
M-62-1	Electrosurgical unit with bipolar	1	1		
M-62-2	Electrosurgical unit for laparoscope	2	1		1
M-63	Endotracheal set (for adults)	3	2		1
M-64	Gynecological operation table	1	1		
M-65	Instrument carriage	1			1
M-66	Instrument tray	1			1
M-67	Irrigator stand	1			1
M-68	Operation light Portable	3	2	1	
M-69	Operation chair	5		2	3
M-70	Oxygen inhaler set (wall hanging type, for infant)	3			3
M-71	Oxygen inhaler, suction set stand	3	3		
M-72	Patient status monitor	3	2		1
M-73	Sphygmomanometer (stand type, mercury)	1			1
M-74	Stethoscope	1			1
M-75	Suction set (kick type)	1			1
M-76	Suction set (wall hanging type)	2			2
M-77	Suction unit	6	3	3	
M-78	Trash drum	1			1
M-79	Uterus extraction operation instrument set	2	2		
M-80	Vaginal operation instrument set	2	2		
M-81	Dressing jar	20			20
M-82	Drying Oven	2	2		
M-83	Hlgh pressure steam sterilizer	3	2		1
M-84	Stainless shelf	4			4
M-85	Tube dryer	1			1
M-86	Tube washer	1			1
	LABORATORY				
M-87	Autoclave for laboratory	1	1		
M-88	Binocular microscope	2	2		
M-89-1	Centrifuge(large)	1	1		
M-89-2	Centrifuge(small)	2	1		1
M-90	Drying oven	2	1		1
M-91	Flame photometer	1			1
M-92	Glassware set	2	1		1
M-93	Hematocrit centrifuge	1	1		
M-94	HIV/HR test set	1			1
M-95	Leukocyte counter	2	2		
M-96	Spectrophotometer	1	1		
M-97	Test tube rack	10			10
M-98	Water distiller	1	1		
	NURSE STATION				

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Maternity Hospital No.5


Item No.	Description	Re'd Q'ty	Priority		
			A	B	C
M-99	Baby cot	20			20
M-100	Dressing jar	1			1
M-101	Emergency cart	1			1
M-102	Endotracheal set (for infants)	2	2		
M-103	Forceps stand	1			1
M-104	Infant incubator	6	4		2
M-105	Infant stand	6	4		2
M-106	Irrigator stand	3			3
M-107	Manual resuscitator (Jackson Ree's type)	4	4		
M-108-1	Blood refrigerator	2	2		
M-108-2	Medical freezer	2	2		
M-109	Oxygen inhaler set (infant)	6			6
M-110	Phototherapy unit	2	2		
M-111	Suction unit	4	2		2
M-112	Syringe pump set	10	6		4
M-113	Towel forceps stand	1			1
M-114	Trash drum	2			2
M-115	X-ray film viewer	1			1
M-116	Bolling sterilizer	2	2		
M-117	Chart wagon	1			1
M-118	Instrument cabinet	2	2		
M-119	Instrument sterilizing tray	1			1
M-120	Irrigator stand	3			3
M-121	Medical refrigerator	2	1		1
M-122	Sphygmomanometer (Aneroid type)	1			1
M-123	Stethoscope	1			1
M-124	Stretcher	2	2		
M-125	Thermometer (mercury type)	10			10
M-126	Thermometer stand	1			1
M-127	Weighing scales for adults	2	2		
M-128	Weighing scales for neonate	4	4		
M-129	Wheel chair for adults	4	2		2
M-130	X-ray film viewer	1			1
ADMINISTRATION OFFICE					
M-131	Personal computer	2	2		
M-132	Photocopy machine	1	1		
M-133	Printer	1	1		
PHARMACY					
M-134	Medical refrigerator	2	2		
M-135	Medicine rack	12			12
LECTURE ROOM					
M-136	Overhead projector	1	1		
M-137	Screen	2	1		1
M-138	Speaker system	1	1		
M-139	Training doll or simulator	1	1		
M-140	TV monltor	1			1
M-141	Video camera	1			1
M-142	Video player	1			1
M-143	Video projector	1			1
OTHERS(General use)					
M-144	Photocopy machine	1			1
M-145	Controlled ventilation units for neonates	2	2		
M-146	Spirometer	1	1		
M-147	Units for quick analysis for sugar	2	2		

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Maternity Hospital No.5

Item No.	Description	Re'd Q'ty	Priority		
			A	B	C
M-148	Bilirubinmeter	2	2		
M-149	"Butterfly" needles	10000			10,000
M-150	Guides-catheters for Intravenous infusions	700			700
M-151	Sets for intravenous drop infusion	20			20
M-152	Special devices	10			10
M-153	Endotracheal tubes for intubation	2			2
M-154	Automatic volumetric respirators	3			3
M-155	Haemosorption unit	1			1
M-156	Laryngoscopes	2			2
M-157	Ultraviolet irradiation unit	1			1
M-158	Bronchoscopes	2			2
M-159	BIOLAM standard microscopes	2			2
M-160	Electronic scales for weighing reagents	2			2
M-161	Drum-type washing machine for laundry	4	2		2
M-162	Wring centrifuge for laundry	2	2		
M-163	Ironing machine for laundry	1			1
M-164	Drier for laundry	4			4
M-165	Iron for laundry	4			4
M-166	Automatic autoclave for steam sterilization	1			1
M-167	Laparoscope with video camera(endoscopic apparatus for placu)	1	1		
M-168	Hysteroscope (interruterus)	1	1		
M-169	Colposcope(diagnostics in cell forms)	1	1		
M-170	Patient monitor	6	6		
M-171	Analyzer for Ion Na Ca, Ph gas of blood	1	1		
M-172	Biochemical analyzer(25 parameter)	1			1
M-173	Car for transportation of carge (food, oxygen, balloon, medicament)	1			1
M-174	Ambulance	1		1	
M-175	Device for ultrasound therapy	1		1	
M-176	Device for galvanic therapy	1		1	
M-177	Analyzer for determination of hormones in blood	1			1
M-178	Continius blood Auto Transfusion system	1		1	
M-179	Anesthesia tube set	20000			20,000
M-180	IVH Catheter	500			500
M-181	Stand-by generator for ICU	1	1		

klf. 

## BASIC CRITERIA FOR SELECTING THE EQUIPMENT

### 1. Criteria for giving High priority

- (1) Equipment that is to be replaced for existing old/decrepit equipment.
- (2) Equipment that is to be supplement for the equipment lacking distinctly in its quantity.
- (3) Equipment that is required for basic hospital treatment/diagnosis.
- (4) Equipment that is easy to operate and maintain.
- (5) Equipment that may give much benefit/effect to hospital.
- (6) Equipment that is highly cost-effective.
- (7) Equipment that is proven for its medical usefulness (necessity).

### 2. Criteria for giving Low priority

- (1) Equipment that required high operation and maintenance cost.
- (2) Equipment that has limited benefit/effect to hospital.
- (3) Equipment that is lowly cost-effective.
- (4) Equipment that is not for treatment / diagnosis use, but for academic research purposes.
- (5) Equipment that can be substituted with a simple ones.
- (6) Equipment that may cause environmental pollution by its medical waste etc.
- (7) Equipment that is not proven for its medical usefulness (necessity).
- (8) Equipment that is for personal usage by hospital staff (not medical use).
- (9) Equipment that has than minimum required quantity (inefficient, repetitive equipment).

### Additional Criteria for Selecting the Equipment

(After field survey and considering Recipients condition)

#### 1. Additional Criteria for giving High priority

- (1) Equipment that can be operated by hospital's current technical capabilities.
- (2) Equipment that can be operated / maintained by hospital staff.
- (3) Equipment that matches with hospital's social position / function (referral system, local needs).
- (4) Equipment that can be expected to be useful with other donor's assistance.

#### 2. Additional Criteria for giving Low priority

- (1) Equipment that is difficult to locally procure its spare parts and consumables.
- (2) Equipment that cannot be operated by hospital's current technical capability.
- (3) Equipment that seem to be difficult to operate / maintained by present hospital's staff.
- (4) Equipment that dose not match with hospital's social position / function (referral system, local needs).
- (5) Equipment that requires large scope of infrastructure work (water, electricity supply, drain, etc.) for its installation.
- (6) Equipment that can be substituted by effioient usage of existing equipment

### Criteria when International Standard Exists

Standard of WHO (ex. X-ray equipment, etc) is applicable on case by case basis.

## Japan's Grant Aid Scheme

### 1. Grant Aid Procedures

1) Japan's Grant Aid Program is executed through the following procedures.

Application	(Request made by a recipient country)
Study	( Basic Design Study conducted by JICA)
Appraisal & Approval	(Appraisal by the Government of Japan and Approval by Cabinet)
Determination of Implementation	(The Notes exchanged between the Governments of Japan and the recipient country)

2) Firstly, the application or request for a Grant Aid project submitted by a recipient country is examined by the Government of Japan (the Ministry of Foreign Affairs) to determine whether or not it is eligible for Grant Aid. If the request is deemed appropriate, the Government of Japan assigns JICA (Japan International Cooperation Agency) to conduct a study on the request.

Secondly, JICA conducts the study (Basic Design Study), using (a) Japanese consulting firm(s).

Thirdly, the Government of Japan appraises the project to see whether or not it is suitable for Japan's Grant Aid Program, based on the Basic Design Study report prepared by JICA, and the results are then submitted to the Cabinet for approval.

Fourthly, the project, once approved by the Cabinet, becomes official with the Exchange of Notes signed by the Governments of Japan and the recipient country.

Finally, for the implementation of the project, JICA assists the recipient country in such matters as preparing tenders, contracts and so on.

### 2. Basic Design Study

#### 1) Contents of the Study

The aim of the Basic Design Study (hereafter referred to as "the Study"), conducted by JICA on a requested project (hereafter referred to as "the Project") is to provide a basic document necessary for the appraisal of the Project by the Japanese Government. The contents of the Study are as follows:

- a) Confirmation of the background, objectives, and benefits of the requested Project and also institutional capacity of agencies concerned of the recipient country necessary for the Project's implementation.
- b) Evaluation of the appropriateness of the Project to be implemented under the Grant Aid Scheme from a technical, social and economic point of view.
- c) Confirmation of items agreed on by both parties concerning the basic concept of the Project.
- d) Preparation of a basic design of the Project
- e) Estimation of the costs of the Project

The contents of the original request are not necessarily approved in their initial form as the contents of the Grant Aid Project. The Basic Design of the Project is confirmed considering the guidelines of Japan's Grant Aid Scheme.

The Government of Japan requests the Government of the recipient country to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations in the recipient country through the Minutes of Discussions.

## 2) Selection of Consultants

For the smooth implementation of the Study, JICA uses (a) registered consultant firm(s). JICA selects (a) firms(s) based on proposals submitted by interested firms. The firm(s) selected carry (ies) out the Basic Design Study and write(s) a report, based upon terms of reference set by JICA. The consulting firm(s) used for the Study which is (are) recommended by JICA to the recipient country to also work on the Project's implementation after the Exchange of Notes, in order to maintain technical consistency.

## 3. Japan's Grant Aid Scheme

### 1) What is Grant Aid ?

The Grant Aid Program provides a recipient country with non-reimbursable funds needed to procure the facilities, equipment and services (engineering services and transportation of the products, etc.) for economic and social development of the country under the principals in accordance with the relevant laws and regulations of Japan. Grant Aid is not supplied through the donation of materials as such.

### 2) Exchange of Notes (E/N)

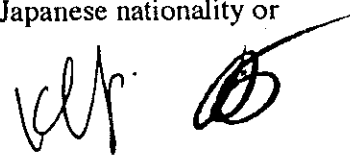
Japan's Grant Aid is extended in accordance with the Notes exchanged by the two Governments concerned, in which the objectives of the Project, period of execution, conditions and amount of the Grant Aid, etc., are confirmed.

3) "The period of the Grant Aid" means the one fiscal year in which the Cabinet approves the Project for. Within the fiscal year, all procedure such as exchanging of the Notes, concluding contracts with (a) consultant firm(s) and (a) contractor(s) and final payment to them must be completed. However in case of delays in delivery, installation or construction due to unforeseen factors such as weather, the period of the Grant Aid can be further extended for a maximum of one fiscal year at most by mutual agreement between the two Governments.

4) Under the Grant Aid, in principle, Japanese products and services including transport or those of the recipient country are to be purchased.

When both Governments deem it necessary, the Grant Aid may be used for the purchase of the products or services of the third country.

However the prime contractors, namely, consulting contracting and procurement firms, are limited to "Japanese nationals". (The term "Japanese nationals" means persons of Japanese nationality or Japanese corporations controlled by persons of Japanese nationality.)



5) Necessity of "Verification"

The Government of recipient country or its designated authority will conclude contracts denominated in Japanese yen with Japanese nationals. Those contracts shall be verified by the Government of Japan. This "Verification" is deemed necessary to secure accountability to Japanese taxpayers.

6) Undertakings required of the Government of recipient country

In the implementation of the Grant Aid Project, the recipient country is required to undertake such necessary measures as the following:

- a) To secure land necessary for the sites of the Project and to clear, level and reclaim the land prior to commencement of the construction.
- b) To provide facilities of the distribution of electricity, water supply and drainage and other incidental facilities in and around the sites.
- c) To secure buildings prior to the procurement in case the installation of the equipment.
- d) To ensure all the expenses and prompt execution for unloading, customs clearance at the port of disembarkation and internal transportation of the products purchased under the Grant Aid.
- e) To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which will be imposed in the recipient country with respect to the supply of the products and services under the Verified Contracts.
- f) To accord Japanese nationals whose services may be required in connection with the supply of the products and services under the Verified contracts, such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work.

7) "Proper Use"

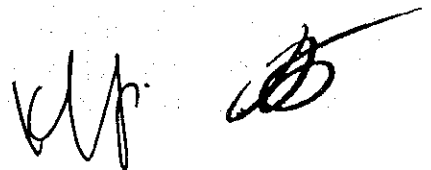
The recipient country is required to maintain and use the facilities constructed and the equipment purchased under the Grant Aid properly and effectively and to assign the necessary staff for operation and maintenance of them as well as to bear all the expenses other than those covered by the Grant Aid.

8) "Re-export"

The products purchased under the Grant Aid shall not be re-exported from the recipient country.

9) Banking Arrangements (B/A)

- a) The Government of the recipient country or its designated authority should open an account in the name of the Government of the recipient country in a bank in Japan (hereinafter referred to as "the Bank"). The Government of Japan will execute the Grant Aid by making payments in Japanese yen to cover the obligations incurred by the Government of the recipient country or its designated authority under the Verified Contracts.
- b) The payments will be made when payment requests are presented by the Bank to the Government of Japan under an authorization to pay issued by the Government of the recipient country or its designated authority.



**Necessary Measures to be Taken by the Government of the Republic of Azerbaijan**

Following necessary measures should be taken by the Government of the Republic of Azerbaijan on condition that the Grant Aid by the Government of Japan be extended to the Project

To

1. provide data and information necessary for the Project,
2. bear commissions to the Bank in Japan for its banking service based upon the Banking Arrangement (B/A), namely the advertising commission of the Authorization to Pay (A/P) and payment commission,
3. ensure prompt unloading, tax exemption, customs clearance at the port of disembarkation in Republic of Azerbaijan and prompt internal transportation therein of the materials and equipment for the Project purchased under the Grant Aid,
4. exempt Japanese juridical and physical nationals engaged in the Grant Aid from customs duties, internal taxes and other fiscal levies which may be imposed in Azerbaijan with respect to the supply of the products and services under the verified contract,
5. accord Japanese nationals whose services may be required in connection with the supply of the products and services under the verified contract such facilities as may be necessary for their entry into Azerbaijan and stay therein for the performance of their work,
6. provide necessary permissions, licenses and other authorizations for implementing the Grant Aid, if necessary,
7. assign appropriate budget and teaching and administrative staff members for proper and effective operation and maintenance of equipment procured under the Grant Aid,
8. maintain and use the facilities constructed properly and effectively and the equipment procured under the Grant Aid, through recruitment of sufficient and qualified staff and allocation of sufficient budget for operation and maintenance,
9. bear all the expenses, other than those to be borne by the Grant Aid within the scope of the Project.



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**Ministry of Health of the Azerbaijan Republic**  
**Maternity unit # 5 of the Baku city, Sabail street 29**

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**Information note**

concerning the proposal on the procurement of the plasmapheresis equipment for the intensive therapy department

## **1. Introduction**

The present paper have been prepared to provide the justification for the procurement and installation of the one equipment set for the introduction of the efferent (extracorporeal) methods of therapy at the maternity unit # 5 of the Baku city. The information provided below describes the history of use of this methods in modern obstetrics-gynecological practice, description of equipment used for the described methods of therapy as well as the statistics information representing the unmet need for this equipment in the mentioned maternity unit.

## **2. Background**

Efferent methods of therapy are based on the idea of purification of blood through hemofiltration/ hemosorbtion/ plasmapheresis in order to extract various toxic products accumulated in blood. The following methods of extracorporeal therapy are being used in medicine: hemodialysis; hemosorbtion; plasmapheresis; cytopheresis; ultrafiltration; hemofiltration; immunosorbtion etc.

Among this methods the most extensively used in obstetrics-gynecological practice is the plasmapheresis. The first information about use of this method in obstetrics-gynecology was published in 1930 /Irving F.C., // New Eng. Journal. Med., 1930 - Vol.203, p.1070 - 1072/. This method was efficiently applied the treatment of eclampsia, and this enabled us to reduce the maternal mortality from 53% to 6%. Since the mid 60's this method is very extensively used for the treatment of various complications of pregnancy and gynecological diseases including the following:

- various degree of toxemia of pregnancy
- for the treatment of gestosis during the first trimester
- hemolytic-uremic syndrome
- hepatic failure/hyperbilirubinemia
- renal failure
- "HELLP" - syndrome/hemolysis, elevated liver enzymes, low platelets;
- thrombocytopenic purpura (TTP) associated with pregnancy;

- prevention of high risk miscarriages due to various immunological syndromes such as Sjorgen's syndrome, lupus erythematosus or any other immunologic conditions;
- sepsis
- peritonitis
- rhesus sensibilisation
- blood transfusion conflict
- antiphospholipidis syndrome
- chronic pelvic infection etc.

The attached list of references provides information sources indicating the use of the plasmapheresis for the treatment of the described conditions. The attached also is the decree # 442 of 27 November of the Ministry of Health concerning the extracorporeal therapy with two attachments: a. "About measures on introduction into the medical practice of the methods of the extracorporeal therapy" b. "List of morbidities with indications for use of the methods of extracorporeal therapy"

### 3. Equipment

On the territory of the former Soviet Union the equipment for plasmapheresis of the following companies is being used: Gambro(Sweedeen); Fresenius (Germany); Baxter; Haemonetics (USA); Amicon (USA); Dideco (Italy). The Soviet Union was also producing the similar equipment centrifuge PF-05. The attached to this paper information sheets provide the specifications and functional description of the mentioned equipment.

#### **Information on the conditions requiring plasmapheresis treatment in maternity unit # 5 of Baku (1993 - 1997, number of cases).**

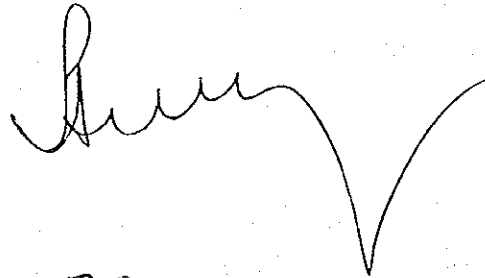
	1993	1994	1995	1996	1997
Sepsis	5	1	3	1	1
Endometritis	51	29	5	7	6
Chronic reproductive tract infections		323	221	161	66
Infertility		232	172	134	195
Peritonitis	5	4	3	3	4
gestosis of the second half of the pregnancy period					
Nephropathy	219	260	288	235	333



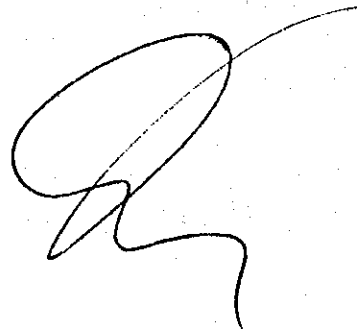
Preeclampsia	13	12	4	4	6
Eclampsia	8	3	3	3	8

Analyzing the number of the patients who need the appliance of plasmopheresis and mortality rate among them during last 5 years we can suppose that during the first year we may have 12-20 patients with the pathology that can not be treated by common methods of the intensive therapy and need using efferent (extracorporal) therapy method.

Уважаемый В. В. Акулиничев

С уважением,  


Зав. отд. реанимации



Appendix 4-2.

MINUTES OF DISCUSSIONS

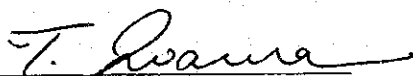
Basic Design Study on the Project for Improvement of the Medical Equipment  
for  
Children's Hospital No.2 and Maternity Hospital No.5  
in  
The Republic of Azerbaijan  
( Consultation on Draft Report )

In October 1998, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched the Basic Design Study Team on the Project for Improvement of the Medical Equipment for Children's Hospital and Maternity Hospital No.5 in Azerbaijan (hereinafter referred to as the "Project") to The Republic of Azerbaijan (hereinafter refer to as "Azerbaijan") and through discussions, field survey, and technical examination of the results in Japan, JICA has prepared the draft report of the Study.

In order to explain and to consult on the components of the draft report, JICA sent to Azerbaijan the Draft Report Explanation Team (hereinafter referred to as "the Team"), which is headed by Mr. Toshiyuki IWAMA, First Project Study Division, Grant Aid Project Study Department, JICA, from January 11 to 19, 1999.

As a result of the discussions, both parties have confirmed the main items described on the attached sheets. Based on these Minutes of Discussions, the Team will complete the Basic Design Study Report.

Baku, January 15, 1999



Mr. Toshiyuki IWAMA  
Leader,  
Draft Report Explanation Team,  
JICA



Mr. Ali INSANOV  
Minister,  
Ministry of Health,  
Republic of Azerbaijan

## ATTACHMENT

### 1. Components of the Draft Report

The Government of Azerbaijan has agreed and accepted in principle the components of the Draft Report explained by the Team. The details of the components are described in ANNEX 1. However, the final components which will be procured under the Project will be decided by Japanese side after further study.

### 2. Japan's Grant Aid System

(1) The Government of Azerbaijan understands the Japan's Grant Aid System as described in ANNEX 2 as explained by the Team.

(2) The Government of Azerbaijan will take necessary measures, described in ANNEX 3 for the smooth implementation of the Project, on condition that the Japan's Grant Aid is extended to the Project.

### 3. Further Schedule

The Team will make the final report in accordance with the comments and the confirmed items and send it to the Government of Azerbaijan by the end of April, 1999. The comments raised by the GOA along with the suggested changes by the Team are attached as ANNEX 4.

### 4. Other Relevant Issues

(1) The Training and Service Center of the Ministry of Health will be operational from September 1999 and will provide maintenance services for the Project. In order to ensure prompt and adequate maintenance of the equipment provided under the Project the Team agrees to propose to the Japanese Government for inclusion of necessary set of maintenance tools and equipment to the Project.

(2) The Government of Azerbaijan understands the annual cost of the maintenance of equipment and ensures that the necessary budget will be allocated for this purpose. The Ministry of Health will re-assess the cost using the current rates.



## Children's Hospital No.2

Item No.	Description	Quantity
C-1	Infant Incubator	5
C-2	Pediatric surgical Incubator	3
C-4	Portable infant incubator	2
C-5	Infant warmer	2
C-6	Infant care unit	2
C-7	Phototherapy unit	5
C-11	Head frame	2
C-12	Oxygen head box for infant	4
C-13 -1	Bilirubin meter (A)	2
C-13 -2	Bilirubin meter (B)	1
C-17	Neonatal monitor	2
C-21	Syringe pump	5
C-23 -1	Neonatal ventilator	1
C-23 -2	Infant Ventilator	2
C-24	Ultrasonic nebulizer	2
C-26	Weighting scales for neonate	2
C-30	Stretcher	5
C-33	Miller's laryngoscope set	2
C-36	Oxygen monitor	2
C-38	Resuscitator for both neonate and adult	3
C-39	Resuscitation bag	3
C-42	Oxygen tent	2
C-47	Oxygen flowmeter	2
C-56	Sphygmomanometer, mercurial	5
C-58	Diagnostic set	4
C-60	Laryngoscope	2
C-65 -1	Gastrointestinal fiberscope	1
C-65 -2	Accessory for fibre scopic device	1
C-67	Rhino-laryngofiberscope	1
C-68	Bronchofiberscope	1
C-69	Video-endoscope system	1
C-74	ENT Surgical Instrument set	1
C-76	Throldotomy Instrument set in metal case	2
C-78	Electroencephalograph	1
C-81	Patient monitor	6
C-83	Defibrillator	1
C-84	Operating table	2
C-86	General operating table	1
C-87	Operating light(selfcontain type)	1
C-88 -1	Examination light(normal)	4
C-88 -2	Examination light(shadowless )	2
C-89	Suction unit (2 bottles)	4
C-90	Suction unit(for 1 bottle)	12
C-92	Portable suction unit	2
C-95	Anesthesia apparatus	2
C-96	Ventilator	2
C-100	Electro-surgical unit	1
C-103	Instrument cabinet	5
C-107	Brush sterilizer box	1
C-109	Examining table	5

Children's Hospital No.2

Item No.	Description	Quantity
C-116	X-ray film illuminator	2
C-119	Blood transfusion warmer	2
C-123	Air mattress	1
C-126	Instrument table	5
C-130	Wheel chair	2
C-135	Emergency cart	2
C-138	Instrument/dressing table	5
C-139	Sterilizing tray stand	3
C-143	Catheter tray	5
C-146	Autoclave	2
C-148	Drying cabinet	1
C-152	Instrument sterilizer	4
C-162	High pressure steam sterilizer	1
C-165	Water bath	1
C-166	Blood cell counter	2
C-167	Analyser for Na,K,Cl	1
C-169	Calcium magnesium meter	1
C-171	Spectrophotometer	1
C-172	Centrifuge(small)	1
C-173	Dental unit	1
C-175	Dental X-ray unit	1
C-176	Root canal instrument	3
C-177	Diamond bar instruments	2
C-178 -1	ENT Instruments set	1
C-178 -2	Audiometer	1
C-179	Kit of instruments for endomorphism of supplementary sinuses of the nose and instruments for microsurgery	1
C-180	Kit of instruments for microlaryngology	1
C-181 -1	Roentgen Apparatuses (X-ray machine, FL type)	1
C-181 -2	General x-ray machine (Bucky type)	1
C-181 -3	Manual developing tank and accessories	1
C-182	Roentgen mobile type (X-ray machine, mobile type)	1
C-184	Ultrasound Apparatus	1
C-185	Tracheotomy set	1
C-186	Esophagoscopy Apparatus with forceps	1
C-187	Instruments for Adenoidectomy	1
C-188	Bipolar Coagulation	1
C-190	Ambulance	1
C-191	Standby generator for ICU	1
C-194	Personal computer	2
C-195	Printer	1
C-196	Overhead projector	1
C-197	Screen	1
C-198	Speaker system	1

Maternity Hospital No.5

Item No.	Description	Quantity
M-3	Examination lamp	3
M-7	Instrument set for diagnosis	2
M-9	Resuscitation bag	2
M-10	Oxygen flowmeter	2
M-11	Stretcher	2
M-12	Suction unit (2 bottles)	3
M-16	Doppler fetal detector	2
M-18	Examination lamp	1
M-21	Gynecological Examination table	1
M-22	Gynecological examination unit	1
M-24	Instrument set for treatment room	2
M-28	Vaginal speculum (CUSCO, L & M)	10
M-30	Cardiotocograph	4
M-31	Delivery table	4
M-32	Doppler fetal detector	4
M-33	Infusion pump set	2
M-34	Instrument cabinet	2
M-35	Instrument set for delivery	2
M-37	Oxygen Inhaler set (adult)	4
M-38	Oxygen Inhaler set (infant)	4
M-41	Vacuum Extractor	2
M-42	Weighing scales for neonate	3
M-52	ECG unit	1
M-53	Examination table	2
M-54 -1	Ultrasound diagnostic equipment with colour Doppler	1
M-54 -2	Ultrasound diagnostic equipment (B&W)	1
M-56	Stretcher	2
M-57	Abdominal operation instrument set	2
M-58	Anesthesia apparatus with ventilator	2
M-59	Caesarean operation instrument set	2
M-60	Curettage operation instrument set	2
M-62 -1	Electrosurgical unit with bipolar	1
M-62 -2	Electrosurgical unit for laparoscope	1
M-63	Endotracheal set (for adults)	2
M-64	Gynecological operation table	1
M-68	Operation light Portable	3
M-69	Operation chair	2
M-71	Oxygen inhaler, suction set stand	3
M-72	Patient monitor	2
M-77	Suction unit (2 bottles)	6
M-79	Uterus extraction operation instrument set	2
M-80	Vaginal operation instrument set	2
M-82	Drying Oven	2
M-83	High pressure steam sterilizer	2
M-87	Autoclave for laboratory	1
M-88	Binocular microscope	2
M-89 -1	Centrifuge (large)	1
M-89 -2	Centrifuge (small)	1
M-90	Drying oven	1
M-92	Glassware set	1
M-93	Hematocrit centrifuge	1
M-95	Blood cell counter	2
M-96	Spectrophotometer	1

*(Handwritten mark)*

Maternity Hospital No.5

Item No.	Description	Quantity
M-98	Water distiller	1
M-102	Endotracheal set (for infants) with tube	2
M-104	Infant incubator	4
M-105	Infant care unit	4
M-107	Manual resuscitator (Jackson Ree's type)	4
M-108 -1	Medical refrigerator	2
M-108 -2	Medical freezer	2
M-110	Phototherapy unit	2
M-111	Suction unit (2 bottles)	2
M-112	Syringe pump	6
M-116	Boiling sterilizer	2
M-118	Instrument cabinet	2
M-121	Medical refrigerator	1
M-124	Stretcher	2
M-127	Welghing scales for adults	2
M-128	Welghing scales for neonate	4
M-129	Wheel chair for adults	2
M-131	Personal computer	2
M-132	Photocopy machine	1
M-133	Printer	1
M-134	Medical refrigerator	2
M-136	Overhead projector	1
M-137	Screen	1
M-138	Speaker system	1
M-139	Training doll or simulator	1
M-145	Neonatal ventilator	2
M-146	Splrometer	1
M-147	Glucose meter	2
M-148	Bilirubinmeter	2
M-161	Drum-type washing machine for laundry	2
M-162	Wring centrifuge for laundry	2
M-167	Laparoscope with video camera(endoscopic apparatus for plague)	1
M-168	Hysteroscope (Interrupters)	1
M-169	Colposcope (diagnostics in cell forms)	1
M-170	Patlent monitor	6
M-171	Analyser for Na/ k /Cl	1
M-174	Ambulance	1
M-175	Device for ultrasound therapy	1
M-176	Device for galvanic therapy	1
M-178	Continuous blood Auto Transfusion system	1
M-181	Stand-by generator for ICU	1

## Japan's Grant Aid Scheme

### 1. Grant Aid Procedures

1) Japan's Grant Aid Program is executed through the following procedures.

Application	(Request made by a recipient country)
Study	( Basic Design Study conducted by JICA)
Appraisal & Approval	(Appraisal by the Government of Japan and Approval by Cabinet)
Determination of Implementation	(The Notes exchanged between the Governments of Japan and the recipient country)

→) Firstly, the application or request for a Grant Aid project submitted by a recipient country is examined by the Government of Japan (the Ministry of Foreign Affairs) to determine whether or not it is eligible for Grant Aid. If the request is deemed appropriate, the Government of Japan assigns JICA (Japan International Cooperation Agency) to conduct a study on the request.

Secondly, JICA conducts the study (Basic Design Study), using (a) Japanese consulting firm(s).

Thirdly, the Government of Japan appraises the project to see whether or not it is suitable for Japan's Grant Aid Program, based on the Basic Design Study report prepared by JICA, and the results are then submitted to the Cabinet for approval.

Fourthly, the project, once approved by the Cabinet, becomes official with the Exchange of Notes signed by the Governments of Japan and the recipient country.

Finally, for the implementation of the project, JICA assists the recipient country in such matters as preparing tenders, contracts and so on.

### 2. Basic Design Study

#### 1) Contents of the Study

The aim of the Basic Design Study (hereafter referred to as "the Study"), conducted by JICA on a requested project (hereafter referred to as "the Project") is to provide a basic document necessary for the appraisal of the Project by the Japanese Government. The contents of the Study are as follows:

- a) Confirmation of the background, objectives, and benefits of the requested Project and also institutional capacity of agencies concerned of the recipient country necessary for the Project's implementation.
- b) Evaluation of the appropriateness of the Project to be implemented under the Grant Aid Scheme from a technical, social and economic point of view.
- c) Confirmation of items agreed on by both parties concerning the basic concept of the Project.
- d) Preparation of a basic design of the Project
- e) Estimation of the costs of the Project



The contents of the original request are not necessarily approved in their initial form as the contents of the Grant Aid Project. The Basic Design of the Project is confirmed considering the guidelines of Japan's Grant Aid Scheme.

The Government of Japan requests the Government of the recipient country to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations in the recipient country through the Minutes of Discussions.

## 2) Selection of Consultants

For the smooth implementation of the Study, JICA uses (a) registered consultant firm(s). JICA selects (a) firms(s) based on proposals submitted by interested firms. The firm(s) selected carry (ies) out the Basic Design Study and write(s) a report, based upon terms of reference set by JICA. The consulting firm(s) used for the Study which is (are) recommended by JICA to the recipient country to also work on the Project's implementation after the Exchange of Notes, in order to maintain technical consistency.

## 3. Japan's Grant Aid Scheme

### 1) What is Grant Aid ?

The Grant Aid Program provides a recipient country with non-reimbursable funds needed to procure the facilities, equipment and services (engineering services and transportation of the products, etc.) for economic and social development of the country under the principals in accordance with the relevant laws and regulations of Japan. Grant Aid is not supplied through the donation of materials as such.

### 2) Exchange of Notes (E/N)

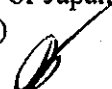
Japan's Grant Aid is extended in accordance with the Notes exchanged by the two Governments concerned, in which the objectives of the Project, period of execution, conditions and amount of the Grant Aid, etc., are confirmed.

3) "The period of the Grant Aid" means the one fiscal year in which the Cabinet approves the Project for. Within the fiscal year, all procedure such as exchanging of the Notes, concluding contracts with (a) consultant firm(s) and (a) contractor(s) and final payment to them must be completed. However in case of delays in delivery, installation or construction due to unforeseen factors such as weather, the period of the Grant Aid can be further extended for a maximum of one fiscal year at most by mutual agreement between the two Governments.

4) Under the Grant Aid, in principle, Japanese products and services including transport or those of the recipient country are to be purchased.

When both Governments deem it necessary, the Grant Aid may be used for the purchase of the products or services of the third country.

However the prime contractors, namely, consulting contracting and procurement firms, are limited to "Japanese nationals". (The term "Japanese nationals" means persons of Japanese nationality or Japanese corporations controlled by persons of Japanese nationality.)



7.7

5) Necessity of "Verification"

The Government of recipient country or its designated authority will conclude contracts denominated in Japanese yen with Japanese nationals. Those contracts shall be verified by the Government of Japan. This "Verification" is deemed necessary to secure accountability to Japanese taxpayers.

6) Undertakings required of the Government of recipient country

In the implementation of the Grant Aid Project, the recipient country is required to undertake such necessary measures as the following:

- a) To provide facilities of the distribution of electricity, water supply and drainage and other incidental facilities in and around the sites.
- b) To secure buildings prior to the procurement in case the installation of the equipment.
- c) To ensure all the expenses and prompt execution for unloading, customs clearance at the port of disembarkation and internal transportation of the products purchased under the Grant Aid.
- d) To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which will be imposed in the recipient country with respect to the supply of the products and services under the Verified Contracts.
- e) To accord Japanese nationals whose services may be required in connection with the supply of the products and services under the Verified contracts, such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work.

7) "Proper Use"

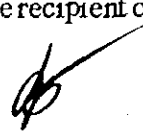
The recipient country is required to maintain and use the facilities constructed and the equipment purchased under the Grant Aid properly and effectively and to assign the necessary staff for operation and maintenance of them as well as to bear all the expenses other than those covered by the Grant Aid.

8) "Re-export"

The products purchased under the Grant Aid shall not be re-exported from the recipient country.

9) Banking Arrangements (B/A)

- a) The Government of the recipient country or its designated authority should open an account in the name of the Government of the recipient country in a bank in Japan (hereinafter referred to as "the Bank"). The Government of Japan will execute the Grant Aid by making payments in Japanese yen to cover the obligations incurred by the Government of the recipient country or its designated authority under the Verified Contracts.
- b) The payments will be made when payment requests are presented by the Bank to the Government of Japan under an authorization to pay issued by the Government of the recipient country or its designated authority.



**Necessary Measures to be Taken by the Government of the Republic of Azerbaijan**

Following necessary measures should be taken by the Government of the Republic of Azerbaijan on condition that the Grant Aid by the Government of Japan be extended to the Project

To

1. bear commissions to the bank in Japan for its banking service based upon the Banking Arrangement (B/A), namely the advertising commission of the Authorization to Pay (A/P) and payment commission,
2. ensure prompt unloading, tax exemption, customs clearance at the port of disembarkation in Republic of Azerbaijan and prompt internal transportation therein of the materials and equipment for the Project purchased under the Grant Aid,
3. exempt Japanese juridical and physical nationals engaged in the Grant Aid from customs duties, internal taxes and other fiscal levies which may be imposed in Azerbaijan with respect to the supply of the products and services under the verified contracts,
4. accord Japanese nationals whose services may be required in connection with the supply of the products and services under the verified contracts such facilities as may be necessary for their entry into Azerbaijan and stay therein for the performance of their work,
5. provide necessary permissions, licenses and other authorizations for implementing the Grant Aid, if necessary,
6. assign appropriate budget and teaching and administrative staff members for proper and effective operation and maintenance of equipment procured under the Grant Aid,
7. maintain and use properly and effectively the facilities constructed and the equipment procured under the Grant Aid, and
8. bear all the expenses, other than those to be borne by the Japan's Grant Aid within the scope of the Project



**Comments  
to the Draft Report  
on the Basic Design Study  
on the Project for  
Improvement of Medical Equipment  
in Azerbaijan**

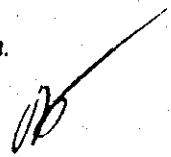
- Stylistic changes to be corrected only in Russian.
- **Page 4 1-3. Basic Design for Preferred Embodiment of the Project**  
Both sides agreed on the following changes:  
The planned equipment shall be of technological level which can be sufficiently covered with the existing technical capacity and personnel, without hiring of any additional medical engineers. (to be deleted)
- **Page 5 Design policies for infrastructures, natural conditions (article 3)**  
Both sides agreed to the following changes:  
To avoid influence of hard water on the equipment, a water softener will be equipped in the laboratory (to be added) equipment, sterilizer, etc. Depending on the hardness of water supply. (to be deleted)  
As the cleanness of water has been proved, it is not necessary to install filtration system to designated hospitals. (to be added)
- **Page 7 Design policies in respect of work period (article 1)**  
Both sides agreed not to change the existing sentence.
- **Page 7 1-3-2. Basic Design (article 1 Overall plan)**  
Both sides agreed to the following changes:  
As for the place of installation at the designated hospitals, the preparatory work for receiving the equipment in principle will be handled as work to be carried by Azerbaijan side. The following preparatory work shall be covered by the Japanese Grant Aid: (to be added)

*Children's Hospital No.2 :*

1. Dental treatment room
2. X-ray room 1
3. X-ray room 2
4. ICU
5. Others for CSSD & Sterilizing room.

*Maternity Hospital No. 5*

1. ICU
2. Laundry
3. Others for CSSD & Sterilizing room.



▪ **Page 8 Children's Hospital No. 2**

Due to the incorrect translation from English version into Russian, the following sentence will be substituted as follows:

X-ray unit	One unit each of fluoroscopic type and Bucky type will be procured. There are some differences of level in floor surface and irregularities in windows and doors, etc. <u>Drawings for repair work and supplementary work (chargeable) based on equipment &amp; materials B/Q are required as mentioned above in the article 1-3-2 Basic Design. Overall plan (to be added).</u> Improvement of dark room.
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▪ **Page 11 Additional Criteria (article 12)**

Both sides agreed to delete the following sentence :

Equipment that seems to be difficult to be operated/maintained by present hospital's staff.

▪ **Page 50 2-1-3 Scope of Work (article (1))**

Both sides agreed not to make any changes.

▪ **Page 50 2-1-3 Scope of Work. Items to be shouldered by the Azerbaijan Government (article 2)**

Both sides agreed to the following changes:

The infrastructures (electricity, water supply, drainage, and other facilities) needed for the project should be provided or improved before installation of the equipment, and the existing equipment should be removed from places where the new equipment will be installed (refer to article 1-3-2 Basic Design Overall Plan) (to be added).

▪ **Page 59 Table 2-2 Period of implementation and content of work**

Both sides agreed to add the words "Preparatory works" to the following sentence:

7. Installation (including an initial test, adjustment, operation guidance, training, maintenance instruction and confirmation of hand-over, <u>preparatory works (to be added), etc</u> )	3.0
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▪ **Page 60 Table of the work progress chart**



"Preparatory Works" to be added in the above mentioned table between "Transportation" and "Installation & Testing".

▪ **Page 26-27 List of the equipment for Maternity Hospital No. 5**

The Team accepts the request of the Maternity Hospital No. 5 to supply the Ultrasound Diagnostic equipment for cerebral examination and will consider it in the detailed specification.













JICA