

4-2 MINUTES OF DISCUSSION

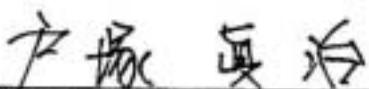
MINUTES OF DISCUSSIONS ON THE BASIC DESIGN STUDY ON THE PROJECT FOR IMPROVEMENT OF FACILITIES OF THE HUE CENTRAL HOSPITAL IN THE SOCIALIST REPUBLIC OF VIET NAM (Explanation on Draft Report)

In June 2003, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Basic Design Study Team on the Project for Improvement of Facilities of the Hue Central Hospital (hereinafter referred to as "the Project") to the Socialist Republic of Viet Nam (hereinafter referred to as "Viet Nam"), and through discussion, field survey, and technical examination of the results in Japan, JICA prepared a draft report of the study.

In order to explain and to consult the Viet Nam on the components of the draft report, JICA sent to Viet Nam the Draft Report Explanation Team (hereinafter referred to as "the Team"), which is headed by Shinji Totsuka, Deputy Director of the Second Grant Aid Management Division, Grant Aid Management Department, from September 28 to October 7.

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

Hanoi, October 6, 2003



Mr. Shinji Totsuka
Leader
Draft Report Explanation Team
Japan International Cooperation Agency



Dr. Tran Trong Hai MD. PhD.
Director, Department of International Cooperation
Minister of Health
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Prof. Pham Nhu The MD.PHD.
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Ministry of Health

Witnessed by



Dr. Ho Minh Chien
General Director of Labour, Culture and Social Affaires Department
Ministry of Planning and Investment
The Socialist Republic of Viet Nam

ATTACHMENT

1. Components of the Draft Report

The Government of Viet Nam agreed and accepted in principle the components of the draft report explained by the Team.

2. Japan's Grant Aid scheme

Viet Nam side understands the Japan's Grant Aid Scheme and the necessary measures to be taken by the Government of Viet Nam as explained by the Team and described in Annex-3 and Annex- 4.

3. Schedule of the Study

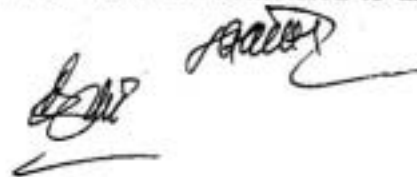
JICA will complete the final report in accordance with the confirmed item and send it to the Government of Viet Nam by January 2004.

4. Other relevant issues

4-1. Both sides agreed the contents of the draft Basic Design Study Report. Both sides agreed that the construction of the facilities and procurement of necessary equipment described in Annex-1 and Annex-2 are included in the Project.

4-2. The Viet Nam side understands that CT and Angiography would not be included in the project.

4-3. The Viet Nam side confirmed to renovate the current neuro surgery or digestive surgery ward building to a training facility as the current ward would be transferred to the central examination building of the project.

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ANNEX-1

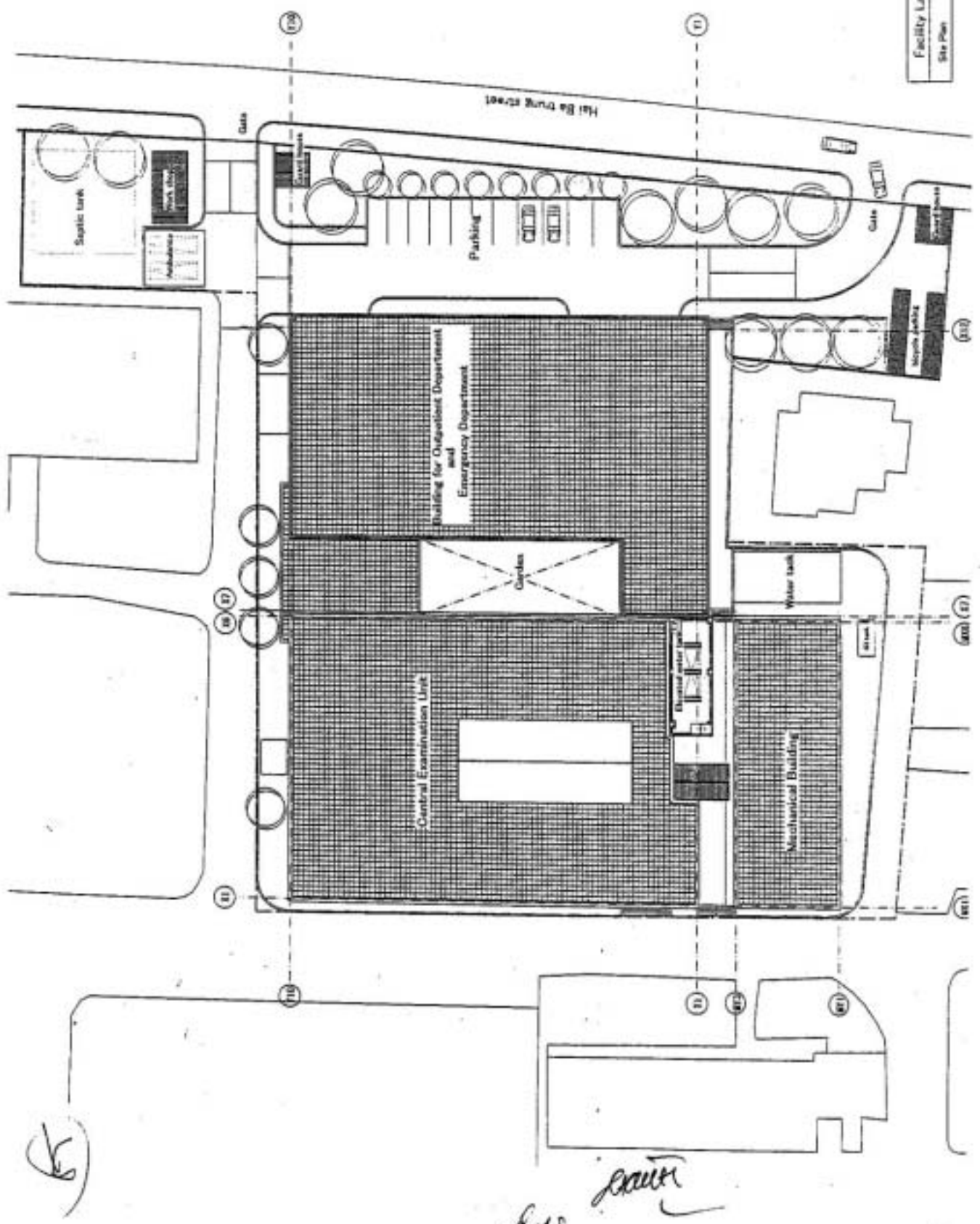
Planned floor area of each facility

Building	Story	Planned floor area
Building for Outpatient Department and Emergency Department	1st floor	1,380.1 m ² (1,340.1 m ²)
	2nd floor	1,280.7 m ² (1,149.2 m ²)
	3rd floor	1,329.8 m ² (1,214.7 m ²)
	Total	3,990.6 m ² (3,704.0 m ²)
Central Examination Unit	1st floor	1,608.2 m ² (1,501.6 m ²)
	2nd floor	1,603.3 m ² (1,486.7 m ²)
	3rd floor	1,603.3 m ² (1,486.7 m ²)
	4th floor	1,616.0 m ² (1,499.4 m ²)
	5th floor	1,616.0 m ² (1,499.4 m ²)
	6th floor	1,516.2 m ² (1,343.6 m ²)
	7th floor	1,460.2 m ² (1,343.6 m ²)
	Roof	66.4 m ² (47.0 m ²)
	Total	11,089.6 m ² (10,208.0 m ²)
Mechanical Building	1st floor	409.6 m ² (409.6 m ²)
	Total	409.6 m ² (409.6 m ²)
Grand total		15,080.2 m ² (14,321.6 m ²)

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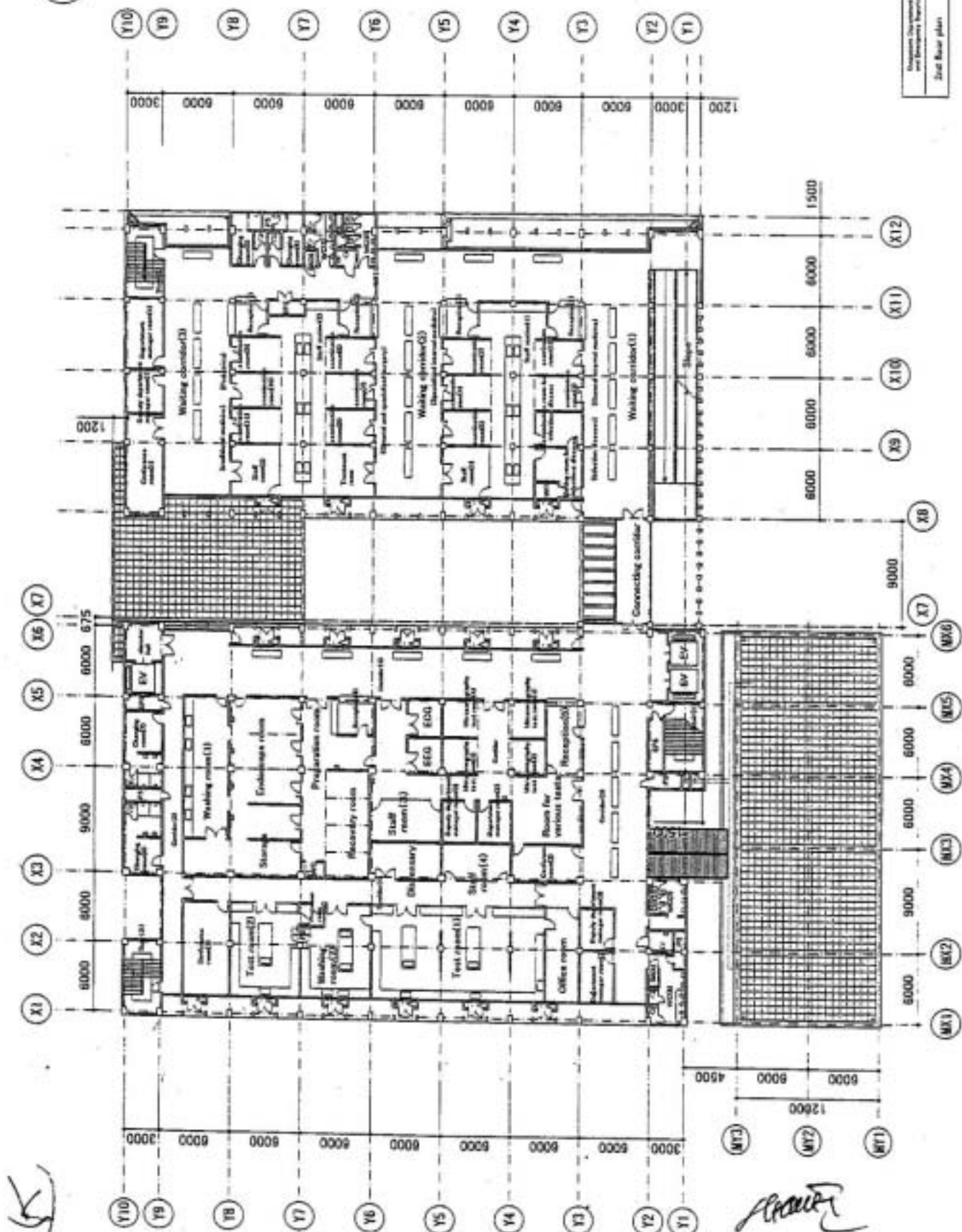
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Diagram illustrating
the layout of the
2nd floor plan



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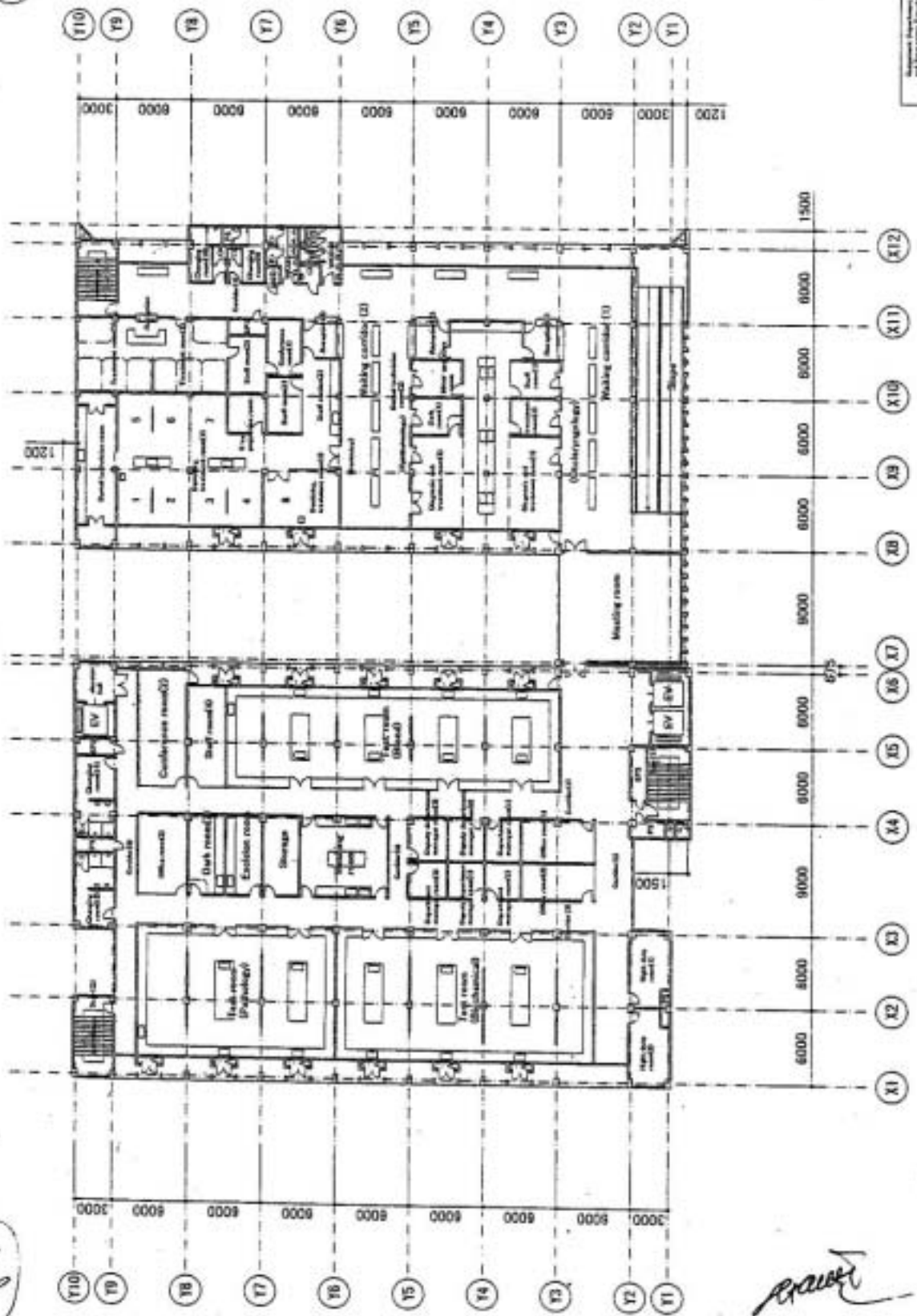
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Approved by
 and Date given
 3rd floor plan

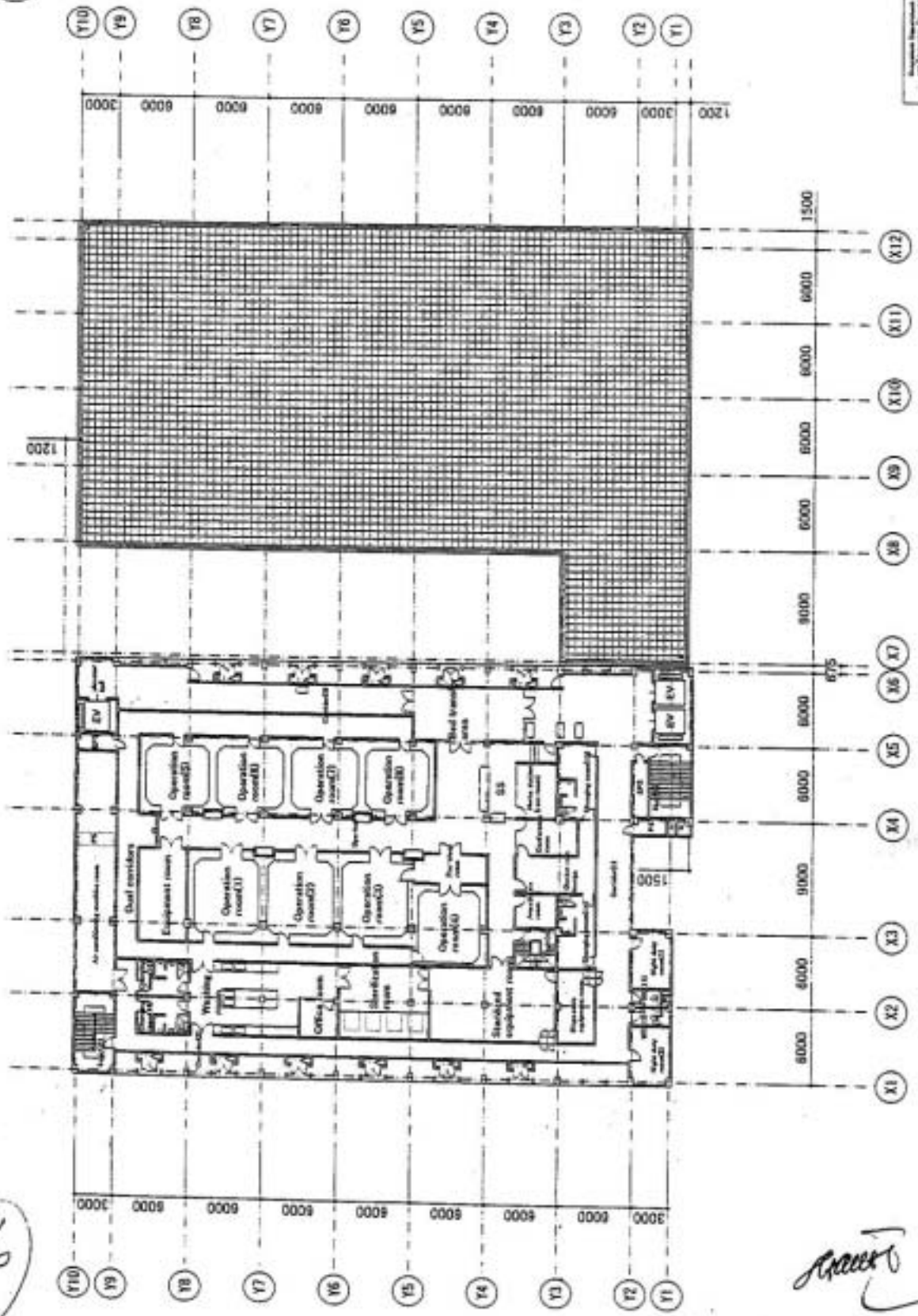


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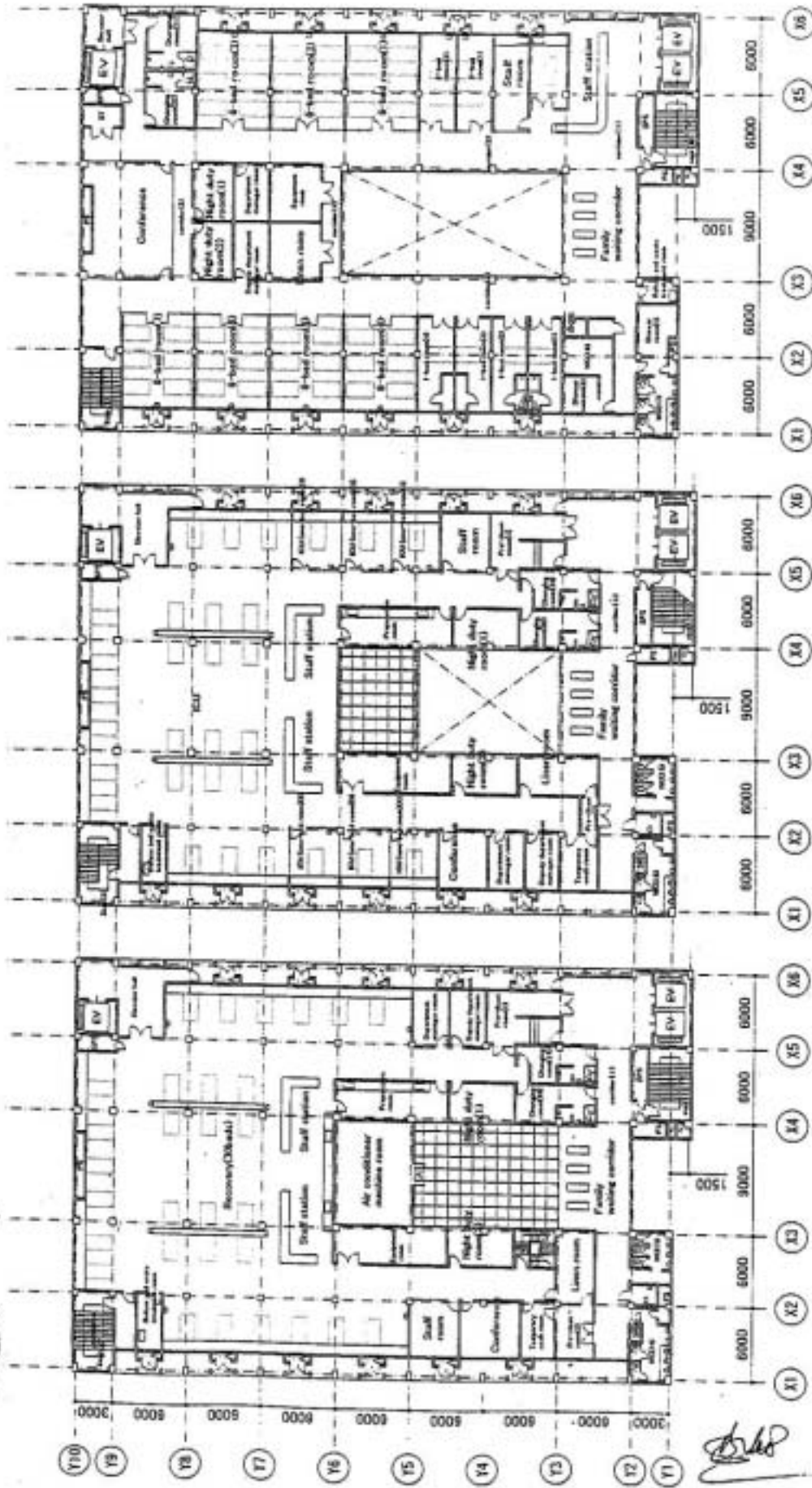
Engineering Department
and Department of Architecture
K.S. Bhatt & Partners

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7th Floor Plan 1/300

6th Floor Plan 1/300

5th Floor Plan 1/300

Dimensions shown
are in millimeters
1:300 to 1:600 scale

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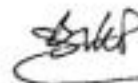
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Equipment List

Item No.	Department	Name of Equipment	Qty
EMG - 1	Emergency Room	Treatment table	1
EMG - 2	Emergency Room	Operating Light, mobile	1
EMG - 3	Emergency Room	Defibrillator	1
EMG - 4	Emergency Room	Ultrasound Scanner	1
EMG - 5	Emergency Room	Ventilator	1
EMG - 6	Emergency Room	ECG 6 Channels	1
EMG - 7	Emergency Room	Infusion Pump	2
EMG - 8	Emergency Room	Minor Surgical Instrument Set	2
EMG - 9	Emergency Room	Table Top Steam Sterilizer	1
EMG - 10	Emergency Room	Ambulance Car	2
SRG - 1	Surgery	Plaster Bandage Table	1
DTC - 1	Dental Clinic	X-ray Unit for Dental	1
DTC - 2	Dental Clinic	Automatic Film Processor	1
DTC - 3	Dental Clinic	Centrifugal Casting Machine	1
DTC - 4	Dental Clinic	Hydraulic Flank Press	1
DTC - 5	Dental Clinic	Model Trimmer	1
DTC - 6	Dental Clinic	Laboratory Micrometer	1
DTC - 7	Dental Clinic	Laboratory Lathe	1
DTC - 8	Dental Clinic	Table Top Steam Sterilizer	1
DTC - 9	Dental Clinic	Dental Chair Unit	8
DTC - 10	Dental Clinic	Programmable Plastic Furnace	1
OPK - 1	Ophthalmology Clinic	Refracting Unit	1
OPK - 2	Ophthalmology Clinic	Slit Lamp Microscope	1
OPK - 3	Ophthalmology Clinic	Perimeter	1
OPK - 4	Ophthalmology Clinic	Fundus Camera	1
ENT - 1	E. N. T. Clinic	ENT Treatment Unit	2
ENT - 2	E. N. T. Clinic	ENT Treatment Chair	2
ENT - 3	E. N. T. Clinic	Audiometer	1
ENT - 4	E. N. T. Clinic	Ultrasonic Nebulizer	1
OPT - 1	Operation Theater	C-arm X-ray Unit	1
OPT - 2	Operation Theater	Universal Operating Table	8
OPT - 3	Operation Theater	Orthopedic Operating Table	1
OPT - 4	Operation Theater	Operating Light	8
OPT - 5	Operation Theater	Electro Surgical Unit	8
OPT - 6	Operation Theater	Patient Monitor	8
OPT - 7	Operation Theater	Anesthesia Apparatus with ventilator for adult	7
OPT - 8	Operation Theater	Anesthesia Apparatus with ventilator for child	1
OPT - 9	Operation Theater	Operating Microscope	1
OPT - 10	Operation Theater	Defibrillator	2
OPT - 11	Operation Theater	ECG 6ch	1
OPT - 12	Operation Theater	Digestive Instrument Set	2
OPT - 13	Operation Theater	Orthopedic Instrument Set	2
OPT - 14	Operation Theater	Neurosurgery Instrument Set	2




Item No.	Department	Name of Equipment	Qty
OPT - 15	Operation Theater	Urology Instrument Set	2
OPT - 16	Operation Theater	Pediatric Surgery Instrument Set	2
OPT - 17	Operation Theater	Micro Surgery Instrument Set	2
OPT - 18	Operation Theater	Thoracic Surgery Instrument Set	2
OPT - 19	Operation Theater	General Surgery Instrument Set	2
OPT - 20	Operation Theater	Small Operating Instrument Set	7
OPT - 21	Operation Theater	Surgical Scrub Station	2
OPT - 22	Operation Theater	Suction Unit	8
IMG - 1	Imaging	Fluoroscopic I-ray TV System	1
IMG - 2	Imaging	General X-ray System	4
IMG - 3	Imaging	Mobile X-ray Unit	1
IMG - 4	Imaging	Automatic Film Processor	2
STR - 1	Sterilization Room	High Pressure Steam Sterilizer	4
FYE - 1	Endoscopy + Function Examination	Broncho Fiberscope	1
FYE - 2	Endoscopy + Function Examination	Colono Fiberscope	1
FYE - 3	Endoscopy + Function Examination	Gastrointestinal Fiberscope	1
FYE - 4	Endoscopy + Function Examination	EndoscopeTV System	2
FYE - 5	Endoscopy + Function Examination	Spirometer	1
FYE - 6	Endoscopy + Function Examination	ECG 6 Channels	2
FYE - 7	Endoscopy + Function Examination	ECG	1
FYE - 8	Endoscopy + Function Examination	Color Ultrasound	2
PTL - 1	Pathology	Rotary Microtome	1
PTL - 2	Pathology	Automatic Tissue Processor	1
HMT - 1	Hematology (Routine Exam)	Refrigerated Centrifuge	1
HMT - 2	Hematology (Routine Exam)	Autoclave	1
HMT - 3	Hematology (Routine Exam)	Water Distillation Apparatus	1
HMT - 4	Hematology (Routine Exam)	Drying Oven	3
BIC - 1	Biochemistry	Drying Oven	2
BIC - 2	Biochemistry	Automatic Biochemical Analyzer	1
MCS - 1	Microbiology	Vertical Sterilizer	2
MCS - 2	Microbiology	Water Distillation Apparatus	1
MCS - 3	Microbiology	Hot Air Sterilizer	3
MCS - 4	Microbiology	Table Top Centrifuge	3
MCS - 5	Microbiology	Electronic Balance	1
MCS - 6	Microbiology	Water Bath	1
PHR - 1	Pharmacy	Precision Balance	1
PHR - 2	Pharmacy	Water Distillation Apparatus	1
ICU - 1	ICU	Central Monitor	1
ICU - 2	ICU	Patient Monitor	12
ICU - 3	ICU	Defibrillator	1
ICU - 4	ICU	ECG 6ch	1
ICU - 5	ICU	Ventilator	8
ICU - 6	ICU	Infusion Pump	6

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Item No.	Department	Name of Equipment	Qty
ICU - 7	ICU	Syringe Pump	4
ICU - 8	ICU	Ultrasonic Nebulizer	1
ICU - 9	ICU	ICU Bed	30
ICU - 10	ICU	Blood Gas Analyzer	1
RCV - 1	Recovery Room	Infant Incubator	1
RCV - 2	Recovery Room	Ventilator	6
RCV - 3	Recovery Room	Patient Monitor	9
RCV - 4	Recovery Room	Defibrillator	1
RCV - 5	Recovery Room	Syringe Pump	6
RCV - 6	Recovery Room	Infusion Pump	7
RCV - 7	Recovery Room	Infant Ventilator	1
PDT - 1	Paediatric	Infant Incubator	7
PDT - 2	Paediatric	Phototherapy Unit	4
PDT - 3	Paediatric	Patient Monitor	1
PDT - 4	Paediatric	Pulse Oximeter	2
NCU - 1	NICU	Infant Ventilator	1
NCU - 2	NICU	Patient Monitor	1
NCU - 3	NICU	Syringe Pump	1
G08 - 1	Gynecology-Obstetric (New born)	Infant Incubator	3
G08 - 2	Gynecology-Obstetric (New born)	Phototherapy Unit	1
G08 - 3	Gynecology-Obstetric (New born)	Portable Suction Unit	1
G08 - 4	Gynecology-Obstetric (Delivery room)	Fetal Doppler	2
G08 - 5	Gynecology-Obstetric (Delivery room)	CTG Monitor	2
G08 - 6	Gynecology-Obstetric (Delivery room)	Laryngoscope for Infant	2
G08 - 7	Gynecology-Obstetric (Delivery room)	Ambu bag	2
G08 - 8	Gynecology-Obstetric (Delivery room)	Infant Warmer	2
G08 - 9	Gynecology-Obstetric (Delivery room)	Delivery Instrument set	1
G08 - 10	Gynecology-Obstetric (Delivery room)	Vacuum Extractor	2
G08 - 11	Gynecology-Obstetric (Delivery room)	Delivery Table	5
G08 - 12	Gynecology-Obstetric (Consultation)	CTG Monitor	1
G08 - 13	Gynecology-Obstetric (Consultation)	Portable Echo Machine	1

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JAPAN'S GRANT AID SCHEME

1. Grant Aid Procedure

- 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 to conduct a study on the request. If necessary, JICA send a Preliminary Study Team to the recipient country to confirm the contents of the request.

Secondly, JICA conducts the study (Basic Design Study), using Japanese consulting firms.

Thirdly, the Government of Japan appraises the project to see whether or not it is suitable for Japan's Grant Aid Programme, 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.

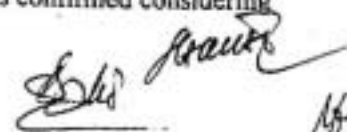
2. Basic Design Study

1) Contents of the Study

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

- a) confirmation of the background, objectives and benefits of the 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 the technical, social and economic points 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; and
- e) estimation of 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 through they may fall outside of the jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations of the recipient country through the Minutes of Discussions.

2) Selection of Consultants

For the smooth implementation of the Study, JICA uses a consulting firm selected through its own procedure (competitive proposal). The selected firm participates the Study and prepares a report based upon the terms of reference set by JICA.

At the beginning of implementation after the Exchange of Notes, for the services of the Detailed Design and Construction Supervision of the Project, JICA recommends the same consulting firm which participated in the Study to the recipient country, in order to maintain the technical consistency between the Basic Design and Detailed Design as well as to avoid any undue delay caused by the selection of a new consulting firm.

3. Japan's Grant Aid Scheme

1) Grant Aid

The Grant Aid Program provides a recipient country with non-reimbursable funds to procure the facilities, equipment and services (engineering services and transportation of the products, etc.) for economic and social development of the country under principles 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" means the one fiscal year which the Cabinet approves the project for. Within the fiscal year, all procedure such as exchanging of the Notes, concluding contracts with consulting firms and contractors 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, in principle, Japanese products and services including transport or those of the recipient country are to be purchased.

When the two Governments deem it necessary, the Grant Aid may be used for the purchase of the products or services of a 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 the recipient country or its designated authority will conclude contracts

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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 of Japanese taxpayers.

- 6) Undertakings required to the Government of the recipient country
 - a) to secure a lot of land necessary for the construction of the Project and to clear the site;
 - b) to provide facilities for distribution of electricity, water supply and drainage and other incidental facilities outside the site;
 - c) to ensure prompt unloading and customs clearance at ports of disembarkation in the recipient country and internal transportation therein of the products purchased under the Grant Aid;
 - d) to exempt Japanese nationals from customs duties, internal taxes and fiscal levies which may 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 as facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work;
 - f) to ensure that the facilities constructed and products purchased under the Grant Aid be maintained and used properly and effectively for the Project; and
 - g) to bear all the expenses, other than those covered by the Grant Aid, necessary for the Project.
- 7) "Proper Use"
The recipient country is required to maintain and use the facilities constructed and 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 Arrangement (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 an authorized foreign exchange 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 (A/P) issued by the Government of recipient country or its designated authority.



Major Undertakings to be taken by Each Government

Annex-4

No	Items	To be covered by Grant Aid	To be covered by Recipient side
1	To secure land		•
2	To clear, level and reclaim the site when needed		•
3	To construct gates and fences in and around the site		•
4	To construct the parking lot	•	
5	To construct roads		
	1) Within the site	•	
	2) Outside the site		•
6	To construct the building	•	
7	To provide facilities for the distribution of electricity, water supply, drainage and other incidental facilities		
	1) Electricity		
	a. The distributing line to the site		•
	b. The drop wiring and internal wiring within the site	•	
	c. The main circuit breaker and transformer	•	
	2) Water Supply		
	a. The city water distribution main to the site		•
	b. The supply system within the site (receiving and/or elevated tanks)	•	
	3) Drainage		
	a. The city drainage main (for storm, sewer and others) to the site		•
	b. The drainage system (for toilet sewer, ordinary waste, storm drainage and others) within the site	•	
	4) Gas Supply		
	a. The city gas main to the site		•
	b. The gas supply system within the site	•	
	5) Telephone System		
	a. The telephone trunk line to the main distribution frame / panel (MDF) of the building		•
	b. The MDF and the extension after the frame / panel	•	
	6) Furniture and Equipment		
	a. General furniture		•
	b. Project equipment	•	
8	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		
	1) Advising commission of A/P		•
	2) Payment commission		•
9	To ensure prompt unloading and customs clearance at the port of disembarkation in recipient country		
	1) Marine(Air) transportation of the products from Japan to the recipient country	•	
	2) Tax exemption and customs clearance of the products at the port of disembarkation		•
	3) Internal transportation from the port of disembarkation to the project site	•	
10	To accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		•

11	To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the supply of the products and services under the verified contract		•
12	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant Aid		•
13	To bear all the expenses, other than those to be borne by the Grant Aid, necessary for construction of the facilities as well as for the transportation and installation of the equipment		•

