

Terms of Reference (TOR)

1. Background:

The U. P. Voluntary Health Association (UPVHA) is initiating a Geriatric Care Project in selected 08 urban slums of Lucknow district. As part of the project preparation phase, UPVHA seeks to conduct a pre-assessment study to gather comprehensive data on the elderly population (>60 years) residing in these slums. The purpose of this pre-assessment is to understand the socio-economic conditions, health status, awareness of government schemes, daily health routines, dietary habits, healthcare facility utilization patterns, and other relevant factors affecting the elderly population.

2. Objectives:

- To assess the socio-economic conditions of the elderly population in the selected urban slums.
- To evaluate the health conditions and healthcare facility utilization patterns among the elderly population.
- To gauge the awareness and utilization of government schemes and programs by the elderly population.
- To understand the daily health routines, activities, and dietary habits of the elderly population.
- To explore the life outlook and perspectives of the elderly population in the selected slums.

3. Scope of Work:

The agency hired for the pre-assessment study is expected to:

- Conduct a comprehensive research study covering all elderly individuals (>60 years) residing in the selected 08 urban slums in Lucknow district.
- Design and administer structured questionnaires and conduct interviews or focus group discussions with elderly participants to gather data on the specified parameters.
- Utilize both quantitative and qualitative research methods to collect and analyze data.
- Ensure inclusivity and sensitivity in data collection, considering the diverse backgrounds and needs of the elderly population.
- Compile and analyze the collected data to generate detailed reports highlighting key findings, trends, and recommendations.
- Present the findings of the pre-assessment study clearly and comprehensively.

4. Deliverables:

- Detailed research protocol outlining the methodology, sampling strategy, data collection tools, and ethical considerations.
- Structured questionnaires or interview guides for data collection.
- Comprehensive pre-assessment report covering all aspects specified in the TOR, including data analysis, key findings, and recommendations.
- Presentation of findings to UPVHA stakeholders, if required.
- A presentation, short summary, detailed report along with photographs and raw data should be submitted to UPVHA.

5. Timeline:

The pre-assessment study is expected to be completed within 25-30 days from the commencement date.

6. Budget and Payment:

The agency will be compensated as per the agreed-upon budget and payment schedule, subject to the satisfactory completion and submission of deliverables. The expected budget is up to Rs. 2-2.5 lakhs.

7. Coordination and Reporting:

The agency will work closely with the designated focal point at UPVHA to ensure smooth coordination, timely reporting, and adherence to project timelines.

8. Quality Assurance:

The agency is expected to maintain high professionalism, accuracy, and ethical standards throughout the pre-assessment process, adhering to established research protocols and guidelines.

9. Ethical Considerations:

The agency shall ensure the confidentiality, privacy, and dignity of the elderly participants throughout the research process. Informed consent must be obtained from all participants before data collection.

10. Evaluation Criteria:

The agency's performance will be evaluated based on the quality, completeness, and timeliness of deliverables, as well as adherence to the TOR and ethical standards.

11. Amendment and Termination:

Any amendments to the TOR must be mutually agreed upon by both parties in writing. UPVHA reserves the right to terminate the contract if the agency fails to fulfill its obligations per the TOR.

12. Governing Law:

This TOR shall be governed by and construed by the laws of India.

DEADLINE: 21st March, 2024

SHARE PROPSAL ON EMAIL- Interested agencies are encouraged to submit their detailed proposals, inclusive of the portfolio, creative approach, production methodology, estimated timeline, and budgetary considerations to info@upvha.org and cc at upvhalko@gmail.com. Please use the subject line "Pre-Assesment of Elderly Population Proposal" for submission. You can also submit the proposal document physically at UPVHA Office (5/459, Viram Khand, Gomti Nagar, Lucknow; Time: 11AM to 5PM(Mon-Fri)) for more information contact 9415182514 (Vivek Awasthi).