



TERMS OF REFERENCE

Consultancy for rehabilitation development plan for health facilities in Quang Ngai province

Overview

The International Center (formerly known as Vietnam Veterans of America Foundation -VAAF) is a humanitarian organization that has addressed the consequences of war through advocacy and service programs in Vietnam for the last three decades. As a co-founder of the International Campaign to Ban Landmines, IC-VAAF was awarded the Nobel Peace Prize in 1997. The International Center (IC) now focuses on disability support, landmine removal, and mental health programs.

Under the financial support of the United States Government for the Program of Enhancing the Quality of Life of Persons with Disabilities in heavily sprayed with Agent Orange provinces of Binh Dinh and Kon Tum (Inclusion 2b), as a sub-implementing partner, IC is responsible for implementing the Objective One of the project which is to expand the rehabilitation services to contribute to the Goal that to improve the quality of life of persons with disabilities in provinces heavily sprayed with Agent Orange, namely Binh Dinh and Kon Tum.

The project plans to facilitate selected health facilities in Kon Tum and Binh Dinh to develop their business plan in rehabilitation based on the approved Provincial Plan on Rehabilitation Development from 2023 to 2030 with Vision 2050. IC is seeking a consultant or group of consultants to assist the health facilities in assessing their situation, analysing their strengths and opportunities and preparing specific action plans for the facilities.

1. DUTY STATION

- Duty Station: Quang Ngai province.
- Duration of Assignment: from 20 April to 15 July 2026.

2. ROLES AND RESPONSIBILITIES

The consultant team will be responsible for the development and finalization for

- A detailed work plan agreed by the consultant team, partners and the project
- A summary of literature review on policies and best practices and/ or models
- An analysis of strengths, weaknesses, opportunities and threats of the facility

- A rehabilitation development action plan for the facility

3. SCOPE OF WORK

- Review related policies on investment in health/rehabilitation and support for people with disabilities/Agent Orange victims, regulations on socialization in health and social support for people with disabilities/Agent Orange victims, health system development masterplan, National and Provincial Rehabilitation Development Program for the period 2023 - 2030 with a vision to 2050, Circular amending Circular 46/2013, provincial plans on health and social service, provincial programs to support people with disabilities, etc.
- Study international and national experiences and effective models on rehabilitation services, care services, nursing services, and support for people with disabilities
- Assess the current situation at selected Health Centers/ Hospitals in Binh Dinh and Kon Tum with SWOT analysis
- Consult with the hospital, the Department of Health and relevant parties (experts, related businesses, etc.) to develop and complete an action plan (3-5 years period) for rehabilitation development in the hospital.

4. DELIVERABLES AND TIMEFRAME

Relevant deliverables and timeframes are outlined below

#	Activities	Deliverables	Timeline
1	Develop the work plan and the specific scope of work	A detailed work plan agreed upon by stakeholders	4-5/2026
2	Collect and study secondary data	Inventory of the data A summary of literature review on policies and best practices and/ or models	
3	Situation assessment with SWOT analysis Group discussion/in-depth interview with related stakeholders	Qualitative data Draft report on SWOT analysis of the hospital's	

#	Activities	Deliverables	Timeline
4	Prepare Draft action plan (3-5 years period) for rehabilitation development in the hospital	Draft Draft action plan (3-5 years period) for rehabilitation development in the hospital	6/2026
5	Consult with related stakeholders about the action plan (3-5 years period) for rehabilitation development in the hospital	Comments/ inputs from stakeholders	
6	Finalize the Action Plan	Final draft of the action plan (3-5 years period) for rehabilitation development in the hospital	7/2026

5. SUPERVISION AND PERFORMANCE EVALUATION

The Consultant will work under the direct supervision of the Chief of the Project

6. SPECIFIC REQUIREMENTS:

Qualifications required:

The consultants should

- Specialize in health economy and business administration in health care facilities
- Have 10 years of experience in health economy, health facilities management and rehabilitation
- Have experience in working with the health sector, people with disabilities, hospitals and NGOs

7. COMPETENCIES

Teamwork, professionalism, flexibility

8. APPLICATION REQUIREMENTS:

Individual(s)/firms interested in this mission are invited to submit your applications in English, either by email (to icvietnam@theintlcenter.org) or by post (to The International Center, R.103-203, B3 Building, Van Phuc Diplomatic Compound, 298 Kim Ma, Ba Dinh District, Hanoi, Vietnam). Please state "Application for the <position>" in the subject line or on the envelope. The short-listed candidates will be contacted.

Applications should include:

- Expression of Interest (tentative consultancy workplan and estimated budget);
- CVs demonstrating relevant capacity and experience

Deadline for submission: **16th April 2026**

For further information, please contact:

Ms. Hua Thi Thu Len – Receptionist

Tel: (84-24) 3733 9444, ext.: 9

Email: icvietnam@theintlcenter.org