PRE-BID MEETING MINUTES

LANKA HOSPITAL CORPORATION PLC

Subject : DESIGN, INSTALLATION, IMPLEMENTATION, COMMISSIONING AND MAINTENANCE OF THE HIS SYSTEM INCLUDING DEVELOPMENT OF OPERATIONAL ACCEPTANCE TESTING AND SYSTEM INTEGRATION WITH THIRD PARTY SOLUTIONS AND CONNECTIVITY TO EXISTING RESOURCES.

Date & Time: FRIDAY, 12TH JULY 2024, 10.00AM

Venue : Board Room – 9th Floor

1. Mr. Deepthi Lokuarachchi (GCEO) welcomed the participants and explained that the objective of the meeting is to provide further clarifications required for bidders regarding the tender.
2. As the tender documents are published through Public Newspaper, e mail, LH Website and Through Embassies. The participants were requested to raise any concerns that require further clarifications.
3. There were 17 participants logged on Zoom, and 8 companies participated physically.
4. Bid reference No/Tender No. should be LH/ICB/24/1160/ID/P190
5. The meeting was concluded at 11.30am.
6. The next Pre bid meeting prior to the tender opening commenced to be held on 26th July 2024 at 10 a.m. Colombo.
7. New Zoom meeting details are as follows,
   Join Zoom Meeting
   https://us02web.zoom.us/j/85404261070?pwd=vqLDhzAzm22hBtxabUq6CcDfj2mAa4.1
8. Meeting ID: 854 0426 1070
   Passcode: 321935

	Following points were discussed in the meeting,
1	Mr. Deepthi Lokuarachchi (GCEO) explained that the scope of this tender should be as Design, Installation, Implementation, commissioning and Maintenance of the System including development of operational acceptance testing and system integration with third party solutions and connectivity to existing resources.
2	**Data Migration:** Data migration will be arranged by the LHC in collaboration with our current supplier. This includes a data migration component that must transfer administrative data, such as patient demographic data, master data, and all other opening balances, including inventory and outstanding amounts. It does not involve migrating the entire database.
3	**Incumbent Vendors:** This is a completely new project, and incumbent vendors are not part of this project.
4	**Third party authorization / registration:** Third party applications to be integrated with the HIS system. Eg. Insurance and Admission
5	**Branches which are covered under this HIS:** This project covers the hospital. Does not include the laboratories. Laboratories have separate systems and only integration part have to be done.
6	**Double Occupancy:** Explained about the two scenarios. In one instance - Sometimes patients go for the Sometimes, patients go to the OT and are temporarily placed in another bed (e.g., ICU). Both the ICU bed and the patient room are detained, and the patient is charged for both. In another scenario, patients' attendants are assigned to one room and use the facilities, but the patient is in another room. Consequently, both rooms are charged

7	The same patient admission number or visit number will remain until the patient is discharged. UHID is unique for every patient
8	**Integration with the other systems:** Only application integration needs to be done, not machine integration. The Laboratory Information System (LIS) is currently running. We only need the integration part of the LIS with the HIS, along with integration with SAP B1, the channeling system, and other small systems we use. All GRNs and POs will be raised under SAP, and all the sub stores are in the HIS and need to be integrated. This new HIS system must also have the ability to integrate with future requirements.
9	**Other system requirements:** Linen Management – Current we don't have but need this system CSSD – Currently we have software that needs to be integrated. Telemedicine transfer patient data Homecare application – Basically need to screen whatever the patient. Business continuity plan and DR (Disaster recovery): in case of system breakdown
10	**PACS Subscription:** Currently, we have no PACS integration. The system should be capable of integrating with PACS. PACS is not needed for this system at present, and no PACS viewer is required. However, the system should have the capability to integrate with PACS if it becomes available in the future. After PACS is implemented, a PACS viewer will be necessary.
11	Development tools –BI tools / Supplier can decide and come to conclusions before development. System should be agile.
12	We prefer an On-promise system.
13	**Expected Applications:** We are expecting mobile app and mobile version, and we mentioned it in our RFP.
14	**Security:** We are expecting HIPA compliance. Firewall security levels managed by LH. Other application-level security must give by the supplier.
15	**User Login:** existing No of users 500No's (concurrent). we expect unlimited user login.
16	Website revamping is already done it is in progress. It's not part of this project
17	**Pricing:** Pricing only for software. Not infrastructure. According to the RFP
18	**10.4.2: Maintenance:** A separate Service Level Agreement will be entered into by and between the Hospital and the Service Provider within thirty (30) days from the Operational Acceptance Test (OAT) for the purpose of maintenance of the product/software/ hardware/ Hospital Information System.
19	**Lead time & AMC:** 1 year. AMC 1st two years FOC and 2nd to 10th Year only charging
20	**Agreement:** Escrow agreement mange by the LHC.
21	**Language:** English / No need local language requirements.
22	**Dashboard:** Dashboard should be able to integrate in the power BI.
23	Suppliers do not need to provide hardware or any consumables. Must provide only software. Sometimes some applications must provide devices, suppliers have mentioned such devices with the application.
24	**License Requirements:** Suppliers need to mention other software license requirement and purchasing will be done by the LHC
25	LHC informed everyone about the common email ID created for conversations regarding the HIS tender and requested suppliers to address their queries only through this email.
26	**BID Guarantee: Page No.12/ Point No.16/ Clause No. 16.2.1** **Cash Deposit:** If the interested party willing to do cash deposit of LKR 3M or USD 10,000 following bank details can be use, Account Holders Name: The Lanka Hospitals Corporation PLC US$ Account Number : 2910148658

	Bank Name : Hatton National Bank Bank Address : City Office, Colombo 01 Bank Code : 7083 Branch : City Office Branch Code : 2 Swift Code : HBLILKLX However, TT/Swift copy or bank slip should be submitted with the technical proposal.	
27	Bid guarantee requirement under clause No. 16 & Nonrefundable deposit clause no. 2 under page No. 5 are mandatory.	
28	**VAT –** VAT is cost to LHC and cannot be claimed.	

- Video Link – Zoom Meeting (12/07/2024 @ 10.00am)

https://lhplc-my.sharepoint.com/:f:/g/personal/histender_lankahospitals_com/EuvnHC1vSVxAnoI0t3PIyhUBGv4yOn0GynO9UXazBAIgOw?e=UvXobx