

21 January 2025, India
MF Ref: 2025-01

ASSIGNMENT AGREEMENT

External evaluation of the Strengthening the Capacity of Indian Healthcare Workers in gestational diabetes care project implemented by the Maternity Foundation and funded by the World Diabetes Foundation.

1. ASSIGNMENT NAME

External evaluation of the Strengthening the Capacity of Indian Healthcare Workers in gestational diabetes care project implemented by the Maternity Foundation and funded by the World Diabetes Foundation

2. PARTIES

- 2.1 This Assignment Agreement ("this agreement") is entered on 21st January 2025 between the following two parties (mutually referred to as "the parties"):

Organisation

Maternity Foundation, hereinafter referred to as **MF**.

And

IIHMR University

1, Prabhu Dayal Marg
Near Sanganer Airport
Jaipur 302029

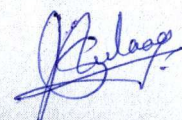
3. PROJECT LEAD and QUALITY ASSURANCE

- 3.1 **Project Lead** for the assignment:

Dr. Arunabh Ray
Country Director
MIF India
9431153126

Arunabh@maternity.dk

- 3.2 **Quality Assurance** of the assignment will be performed by the Project Lead.



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4. THE ASSIGNMENT

The Consultant Organization shall perform the role of **External Evaluator** for the evaluation of the ongoing project of Gestational Diabetes Mellitus in 2 districts of Madhya Pradesh and assess the performance of the Project based on the OECD-DAC evaluation criteria: Relevance, Coherence, Effectiveness, Efficiency, Impact, and Sustainability. The evaluation will examine the project's implementation, identify lessons learned, and provide recommendations for the final report for scaling, improving, or modifying the training model. A Detailed ToR and approved budget are attached and shared with the consultant organization.

5. REPORTING

- 5.1 Any report/outputs must be sent to the assigned Project Lead for quality control and compliance.

6. COMMENCEMENT AND DURATION

- 6.1 The assignment will commence on the **21st of January 2025**
6.2 The duration of the assignment is until the end of **May 2025** with field data collection for 12 month.
6.3 MF will not accept any invoice for additional working days unless **previously agreed in writing with the Project Lead**.
6.4 This agreement shall remain in full force and effect until both parties have fulfilled their respective obligations unless the assignment is terminated as specified in Article 12.

7. FEES

- 7.1 The **fee** will be paid by the invoice structure explained in Article 8, and a detailed approved budget is annexed.
7.2 The **fee** will be paid according to the previously agreed amount and will cover the entire assignment.
7.3 Regarding a request for an **advance** of the consultant **fee**, MF can provide a payment upfront. The percentage will be agreed in writing with the Project Lead **after the contract's signature** and deducted from the final invoice.
7.4 The reimbursements of reasonable costs will be done according to the MF policy.

8. INVOICE

- 8.1 The invoice must be submitted in time by the specific dates and all fields should be duly completed.
8.2 Please **retain and share original receipts for all eligible expenses**, including those for travel not covered by the per diem allowance. Alongside, kindly submit scanned copies of

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8.3 these receipts. Additionally, ensure to keep boarding passes and include scanned copies as part of the travel report submission process.

8.4 The invoice must be sent within 10 days after the final input, to:

8.5 Dr. Arunabh Ray
Country Director, India

9431153126
Arunabh@maternity.dk

8.6 For member firms registered in Denmark, VAT shall be added for those items that are eligible for VAT. VAT is not applicable for this contract as the end services are directed towards developed countries.

9. PAYMENT TERMS

9.1 MF will approve and pay invoices within **7 calendar days** counting from the finalization of services stated in this contract.

9.2 MF and the Consultant share all bank commission charges.

9.3 Details of the Bank :

- Name of the holder: **IIHMR UNIVERSITY JAIPUR**
- Bank account number: **6945953869**
- SWIFT Code: **KKBKINBB**
- Type of Account **SAVING ACCOUNT**
- Name of Bank: **KOTAK MAHINDRA BANK LTD**
- Address of bank: **B-26, GOVIND MARG, RAJA PARK, JAIPUR-302004**


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- 9.4 The Consultants shall **NOT** raise any issues with the client concerning contractual/payment conditions etc. These issues should be reasoned with the Project Lead.
- 9.5 Failure to comply with **all conditions** for invoicing will result in the rejection of invalid invoices.
- 9.6 Please note that all payment conditions stated in this agreement are handled as confidential.
- 9.7 Any liability for Income Tax, Duty and National Insurance (or equivalent) contributions levied on the fee paid by Maternity Foundation for the services of the Consultant organisation is the **sole responsibility of the Consultant.**
- 9.8 The Consultant organization declares that they have met all the requirements set by social and tax legislation as they apply to self-employed persons.

10. LIABILITY & CONFIDENTIALITY

- 10.1 The Consultant is liable for fulfilling the assignment in a professional, honest and fair manner.
- 10.2 The Consultant shall respect all laws and customs of the specific countries where the assignment is executed.
- 10.3 All information and knowledge resulting from the services executed by the Consultant and/or project team will belong to the Organisation. Any disclosure and/or publication resulting from this assignment will require the formal written approval of the Organisation.
- 10.4 The consultant's duty of confidentiality to the Organisation for business information identified as Confidential Information shall continue for five to 1 year after termination or expiration of this Agreement.



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11. AMENDMENTS AND DISPUTES

- 11.1 In case of any request for amendments to the assignment issued by the Organisation considering the service of the Consultant, he/she is obliged based on this agreement to carry out activities necessary to complete all the requested services in this contract. The time spent on this will not be chargeable but will be considered as part of the overall remuneration for this assignment.
- 11.2 This agreement may be amended only with the mutual consent of the parties, and all amendments must take written form.
- 11.3 Any disagreement regarding the understanding or the fulfilment of these agreed conditions, as well as any questions arising between the Consultant and MF in consequence of or connected with the present agreement, and which cannot be settled amicably, is to be settled by arbitration under Danish Law.

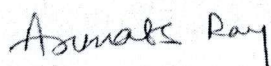
12. FORCE MAJEURE & TERMINATION

- 12.1 In the case of Force Majeure or termination of the agreement between the Maternity Foundation and World Diabetic Foundation, this assignment may correspondingly need to be terminated by the Organisation giving two days' notice.
- 12.2 In case of termination under unforeseen circumstances, the Consultant shall take the necessary steps to bring the services to an end in a cost-effective, timely and efficient manner. Financial settlement will take place based on the services satisfactorily performed by the Consultant and the reimbursable expense the Consultant has incurred while undertaking the services.
- 12.3 This assignment can also be terminated in case of serious breach of contract or other misconduct by the Consultant.

13. ENCLOSURES

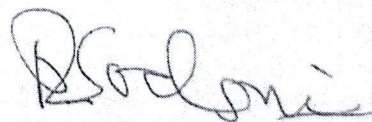
- 13.1 This agreement together with annexes enumerated below, form the contracted arrangements under which the work or extension itself will be conducted. All the following annexes are an integral part of this agreement:

On behalf of the Maternity Foundation: The Consultant:



Name: Dr Arunabh Ray
Title: Country Director, India

Date: 21st January 2025



Name: Dr P.R. Sodani
Title: President

Date: 21st January 2025



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