

## Terms of Reference (TOR)

Architectural Design consultancy for Upgrading 12 Sub-Centre Labour Rooms into Positive Labour Rooms — Nandurbar District, Maharashtra

<b>+ Title</b>	Upgrading 12 Sub-Centre Labour Rooms into Positive Labour Rooms — Nandurbar District, Maharashtra
<b>Timeline</b>	10 Weeks
<b>Expected area of expertise</b>	<ul style="list-style-type: none"><li>• B. Arch with a minimum 3-year practical experience</li><li>• Experience in designing healthcare environments, social infrastructure and climate-responsive design</li><li>• Proficiency in creating detailed architectural plans, drawings, and specifications.</li></ul>
<b>Apply Mail</b>	<b>procurement@selcofoundation.org</b>

### **About SELCO Foundation**

SELCO Foundation's mission is to create a platform of solutions that uses sustainable energy as a catalyst to bridge environmental sustainability and poverty alleviation. With holistic development as the primary focus, the organization strives to create equitable societies, where services are accessed by all communities. The interventions of SELCO lead to a sustainable delivery model of essential services like livelihoods, education, and health till the last mile.

(Read more about SELCO here: <http://www.selcofoundation.org/>)

### **About Built Environment**

The aim of the built environment program is to democratize access to design of livable habitats to address poverty and climate challenges in a climate-stressed world by integrating energy optimization through an ecosystem approach. Underserved communities are usually at the receiving end of the worst impacts of climate change coupled with improper ventilation, natural lighting and thermal conditions; the cost of building resilience and comfort is generally high. The overall energy performance of built environments is influenced by people, units and climate. Hence, innovations need to integrate energy optimization in the application of technologies and the environment of built spaces. SELCO Foundation applies this programme lens to healthcare infrastructure, particularly last-mile maternal health facilities. The Positive Labour Room Initiative in Nandurbar District is an application of this methodology — designing for dignity, safety and climate resilience simultaneously.

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### **1. Project Summary**

The Positive Labour Room Initiative, Nandurbar District, is a district-supported pilot programme to upgrade selected remote sub-centre labour rooms into clinically safe, respectful, climate-resilient and newborn-ready birthing spaces. A Positive Labour Room is a labour room where every woman feels safe, respected, supported and clinically cared for by quality maternity services, while every newborn benefits from immediate essential care, warmth and resuscitation readiness if needed. It is anchored in LaQshya quality standards, Respectful Maternity Care (RMC) principles, WHO intrapartum care guidelines, and IPHS/NOAS norms — and extends them to address the unique climate, cultural and geographic context of Nandurbar.

- Short-Term Goal: Upgrade 12 sub-centre labour rooms within Phase-1 (8 months) with clinical safety, thermal comfort, privacy, newborn readiness and energy resilience improvements.
- Long-Term Goal: Create a measurable district demonstration model for Positive Labour Rooms that can inform expansion to other high-burden facilities in tribal Maharashtra and beyond.

<b>District Context</b>	<b>Programme Opportunity</b>
<ul style="list-style-type: none"><li>● High Tribal Concentration ~16.48 lakh population; ~69.3% tribal, making last-mile maternal and newborn access a major equity priority.</li><li>● Difficult Geography Hilly and remote habitations with dispersed villages and padas; delays in reaching higher facilities are common during labour and emergencies.</li><li>● Maternal and Newborn Vulnerability Continued maternal, stillbirth and infant mortality concerns, reinforcing the need to improve intrapartum care closer to communities.</li></ul>	<ul style="list-style-type: none"><li>● 10–12 Pilot Sub-Centres Targeting high-need tribal and hard-to-reach pockets with recurring home births and moderate delivery loads.</li><li>● 8-Month Implementation Phase-1 window for civil upgrades, equipment, training and quality systems to be completed across all selected sites.</li><li>● Governance and Convergence District Administration, District Health System, Zilla Parishad and SELCO Foundation jointly lead implementation.</li></ul>

### **2. Problem Statement – Current Facility Conditions**


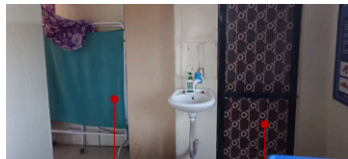


Exploratory field assessments of labour rooms in sub-centre level in Nandurbar reveal consistent cross-cutting deficiencies across clinical readiness, thermal comfort, privacy,

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accessibility and infrastructure. The three profiled sub-centres below are illustrative of the broader picture across the 12 target facilities.

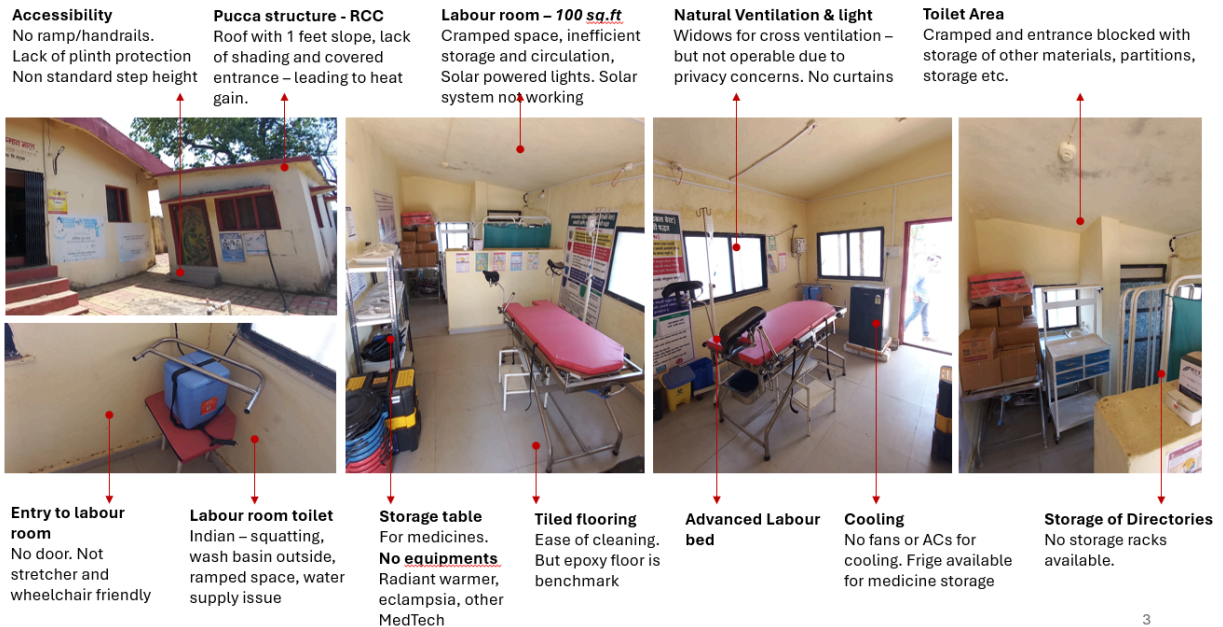
**SC Bhagdari** (3 staff, 4 to 6 deliveries per month, 2 rooms: Ward (two beds, + Labour Room (1 bed) – Labour room area 100 sq.ft.

<p><b>Pucca structure - RCC</b> Flat roof, lack of shading and covered entrance – leading to heat gain.</p>	<p><b>Accessibility</b> No ramp/handrails. Lack of plinth protection Non standard step height</p>	<p><b>Labour room – 100 sq.ft</b> Cramped space, inefficient storage and circulation, lack of maintenance</p>	<p><b>Natural Ventilation &amp; light</b> Widows – but not operable due to privacy concerns</p>	<p><b>Recovery room</b> 2 beds, storage, weighing for newborn. Window for light and ventilation, IEC materials on wall. Cramped space</p>		
 						
<p><b>Entry to labour room</b> No door. Not stretcher and wheelchair friendly</p>	<p><b>Labour room toilet</b> Indian – squatting, wash basin outside, cramped space (12 sq.ft), water supply issue</p>	<p><b>Tiled flooring</b> Ease of cleaning. But epoxy floor is benchmark</p>	<p><b>Storage table</b> For medicines. <b>No equipments</b> Radiant warmer, eclampsia, other MedTech</p>	<p><b>Basic Labour bed</b> Not safe and hygienic</p>	<p><b>Direct entry</b> No waiting or verandah. Cramped space</p>	<p><b>Storage of Directories</b> In closed wooden shelves</p>

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**SC Ghatli** (3 staff, 8 to 9 deliveries per month, 1 room: Labour Room (1 bed) – Labour room area ~100 sq.ft.



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### Consolidated Cross-Cutting Gaps in infrastructure

- Cramped rooms (around 100-150 sq.ft area) constraining circulation, infection control and companion support
- No privacy: absent doors, curtains or partitions in multiple facilities
- Newborn care corners and critical MedTech (radiant warmers) absent across most sites
- Heat gain, poor shading, non-functional solar systems – directly affecting maternal and newborn safety
- Accessibility barriers: no ramps, non-standard step heights, toilets unsuited for labouring women
- Community practices: home deliveries persist due to geographic barriers and tribal cultural norms; 90% of patients bypass sub-centres and PHCs for rural hospitals

### Thematic Areas for Design Upgradation

The consultant is expected to address some thematic domains across all 12 facilities which include Space Planning & Clinical Workflow, Thermal Comfort & Passive Cooling, Natural Ventilation & Daylighting, Privacy, Dignity & Companion Support, Newborn Care Corner & Equipment Layout, Accessibility & Universal Design, WASH Infrastructure, Solar Energy & Power Resilience, Storage & Workflow Optimisation, and Human-Centred Birth Environment. Each facility will receive a prioritised, site-specific design response based on the baseline assessment, within the approved budget envelope.

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### **3. Goal**

This Terms of Reference (TOR) is to engage an architectural consultant to assess, design and document upgradation plans for 12 sub-centre labour rooms in Nandurbar District, enabling their transformation into Positive Labour Rooms that are clinically safe, dignified, climate-resilient and newborn-ready.

### **4. Objectives**

- Conduct structured baseline assessments of 12 sub-centre facilities, documenting current physical conditions, gaps, measurements, structural typologies and environmental performance.
- Develop site-specific architectural designs for each facility, prioritising the ten thematic areas for upgradation within the approved budget envelope per site.
- Prepare detailed working drawings (floor plans, sections, electrical drawings) and Bill of Quantities (BOQ) for each of the 12 facilities.
- Ensure designs integrate climate-smart passive strategies, universal accessibility, privacy-ventilation balance and culturally responsive aesthetics relevant to Nandurbar's tribal context.
- Develop 3D visualisations for 3 selected facilities as communication tools for district-level stakeholder review and community engagement.
- Conduct stakeholder consultations with SELCO Foundation, District Health Team and facility staff, and incorporate feedback at each stage.

### **5. Scope of Work**

#### ***Site Assessment and Baseline Documentation***

Visit all 12 selected sub-centre facilities and conduct a structured assessment covering:

- Physical measurements: room dimensions, ceiling heights, door/window positions, toilet areas, approach paths.
- Structural typology: roof type (flat RCC, sloped), wall construction, flooring material, plinth condition.
- Environmental performance: ambient temperature and humidity, natural light levels, ventilation quality, solar orientation and shading.
- Existing equipment and furniture inventory: labour bed, storage, IEC materials, solar/electrical systems.
- Accessibility audit: entry step heights, ramp availability, stretcher path clearance, toilet accessibility.
- WASH audit: handwashing station location, toilet type and condition, water supply reliability.
- Community and staff inputs: brief interaction with CHO/ANM on workflow needs, privacy concerns and maintenance capacity.

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Deliver a structured Baseline Assessment Report for each facility using the format provided by SELCO Foundation, prior to initiating design.

### ***Preparing design and drawings***

Develop site-specific architectural designs for all 12 facilities.

- Incorporate the five-pillar intervention logic: Clinical Safety, Ambient Environment, Dignified Care, Climate Resilience and Skilled Staff-enabling infrastructure.
- Comply with LaQshya labour room layout guidelines, IPHS sub-centre norms and NBC accessibility requirements.
- Optimise for passive cooling (orientation, shading, ventilation), natural light and energy resilience.
- Use locally available and cost-effective materials appropriate for tribal Maharashtra's climate and construction ecosystem.
- Provide designs in batches aligned with the delivery timeline.

For each facility, the Design Drawing Set shall include:

- Floor plan (showing labour bed, newborn corner, storage, companion seating, handwash station)-with dimensions, door/window schedule, critical clearances.
- Section (showing sill/lintel levels, roof height, insulation or shading interventions, material specification).
- Electrical drawing (solar layout, fan/light positions, power points, emergency backup provisions).
- Elevation - exterior (showing shading interventions, ramp, verandah, signage position).

**Bill of Quantities (BOQ) Preparation:** Prepare a facility-wise BOQ for all 12 sites, covering:

- Civil works: roofing interventions, ramp construction, door replacement, partition/curtain track installation, toilet modifications.
- Furniture and fittings: storage units, handwash station, companion seating, curtain systems, IEC display boards.
- Finishing works: epoxy flooring, cool roof coating, exterior shading devices, signage.

BOQ format shall align with Maharashtra PWD / NHM standard rate schedules. Quantities must be linked to drawings.

### ***3D visualization of selected 3 designs***

Develop 3D visualisation (realistic renders not mandatory) for 3 selected designs

### ***Review and Feedback***

Minimum two rounds of design review with SELCO Foundation Built Environment team before finalisation. One consultation session with District Health Team (DHO / DPMU) to validate

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design priorities and obtain feedback on site-specific constraints. Brief walkthrough with facility CHO/ANM at baseline assessment to document user needs and workflow preferences. Incorporate all review feedback within the agreed turnaround time.

### Final Design and Documentation

#### 6. List of deliverables and timelines

Sl. No	Items	Timeline
1 A	<b>Baseline Assessment — Batch 1 (6 facilities)</b> Site visits, structured assessment, measurements, photographs and ambient temperature/humidity readings. Baseline report submitted for SELCO review.	Week 1-2
1 B	<b>Baseline Assessment — Batch 2 (6 facilities)</b> Site visits, structured assessment, measurements, photographs and ambient temperature/humidity readings. Baseline report submitted for SELCO review.	Week 3 -4
2 A	<b>Design and Drawings — Batch 1 (6 facilities)</b> Furniture layout plan, floor plan, section, electrical drawing and exterior elevation. BOQ for the same 6 facilities. SELCO feedback incorporated by the end of week.	Week 5-6
2 B	<b>Design and Drawings — Batch 2 (6 facilities)</b> Furniture layout plan, floor plan, section, electrical drawing and exterior elevation. BOQ for the same 6 facilities. SELCO feedback incorporated by end of the week.	Week 7-8
3	3D visualisation of 3 selected livelihood designs and Final Documentation package	Week 9
	<b>Estimated comprehensive timelines: 10 weeks from signing the contract</b>	

#### **Note:**

- Orientation and discussion sessions to be held with the SELCO Foundation at every stage of the process.

#### **7. Timelines:**

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10 weeks for assessments, initial discussions, developing design and drawings, incorporating feedback at each stage, handover of each group of design and final handover.

### **8. Eligibility Criteria:**

- Individual architect or agency with a minimum of 3 years' experience in designing and implementing small-scale public or social infrastructure projects
- Prior experience in healthcare facility design, rural/tribal infrastructure or government health programme contexts is strongly preferred.
- Demonstrated knowledge of climate-responsive and energy-efficient design principles — passive cooling, natural ventilation, solar integration and thermal comfort
- Familiarity with LaQshya, IPHS, NQAS or similar national healthcare quality standards is an advantage
- Experience working with NGOs, government programmes or social sector organisations
- Ability to deploy a qualified team that can conduct field visits in remote tribal areas of Nandurbar District, Maharashtra
- Proficiency in AutoCAD or equivalent; ability to deliver drawings in PDF and DWG/DXF formats

### **9. Selection Criteria:**

The proposal will be evaluated based on the following general areas:

- Agency will be evaluated based on prior work experience/ portfolio. Ensure sample projects with similar concepts are submitted for evaluation.
- Agency to have a qualified team with relevant experience. Resumes of team working on this project to be submitted for evaluation.
- Agency to have prior knowledge of working with NGOs.
- The financial proposal will be evaluated based on approach & work plan, prior work experience, expertise, cost, and proposed payment terms. Detailed breakup to be provided for each components.

### **10. Payment Terms:**

Fixed as per the agreement between consultant and SELCO Foundation. Please provide your proposal and quotation for the above-mentioned program requirements. Capture Timelines and Split cost wherever possible. Travel cost as per actuals will be reimbursed, and hence not to be included in quotation.

1. Please provide a break-up of the costs as agreement quotation for the service provided on an official letterhead with signatures and stamps, wherever needed.

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2. Kindly mention your name, address, contact information along with correct bank details and signature in the agreement quotation.
3. Please note that the prices quoted by the consultant are firm, final, and binding and not subject to variation on any account.
4. The quotation is inclusive of all necessary taxes and applicable costs.
5. Other than the proposed amount, no additional amounts will be paid for fuel, phone charges, etc.
6. Deliverables need to be submitted as per the given timeline or before the expected date.

### a) Payment Timeline:

First Payment Installment	30%	Advance
Second payment instalment:	30%	Completion of 1 <sup>st</sup> Batch deliverables
Third payment instalment:	30%	Completion of 2 <sup>nd</sup> Batch deliverables
Fifth payment instalment:	10%	All deliverable completed

### **11. To apply**

Interested consultants / organizations, with relevant experience (please include samples and/or references of the previous similar work as proof of experience) and based out of India are requested to reach out with a detailed proposal giving a brief on the methodology and the process they will uptake for this project, including design remuneration (per. Sq.ft), milestones and submit the Quotation on or before **8<sup>th</sup> July 2026**.

Any further queries please write to "[procurement@selcofoundation.org](mailto:procurement@selcofoundation.org)" with a subject line: "**Upgrading 12 Sub-Centre Labour Rooms into Positive Labour Rooms – Nandurbar District, Maharashtra**"