

Terms of Reference

Hiring the services of Consultant for Pathology Section, Punjab Forensic Science Agency (PFSA), Home Department, Government of the Punjab

1. BACKGROUND AND OBJECTIVES

Pathology section, PFSA has been facing difficulties in performing official work and generation of pathology reports since long due to non-availability of the staff pertaining to the posts of Manager & Forensic Scientists Pathology. Following is the working detail of Pathology section PFSA. The objective of hiring the services of consultant is to improve the working of Pathology Section PFSA as given hereunder:

- i. Pathology & Histology section PFSA deals with cases of murders. All undetermined, suspicious deaths, unknown bodies and deaths under police and security agencies are analyzed and reported in Pathology department.
- ii. All sort of Pathology cases are received in this section from whole Punjab, KPK, Baluchistan and AK, Gilgat & Baltistan and FATA.
- iii. On average total number of cases per month are 260-280 approximately.
- iv. Many cases need to be completed on urgent basis on the directions of honorable courts, similarly media highlighted cases, Foreign national's cases and deaths under police and agencies custody and deaths in disasters are all time barred cases.

2. SCOPE OF WORK

The scope that this assignment covers can be summarized as below:

- i. To supervise overall activities in pathology unit.
- ii. To reviews standard operating procedures and manuals.
- iii. To interpret the results and authorize the reports of pathology unit.
- iv. To supervise the training and career development of staff.

3. DELIVERABLES WITH TIMELINES

The consultant shall submit monthly report regarding the following:

- i. Overall activities performed in pathology section.
- ii. Reviews report regarding revision/modification of standard operating procedures and manuals (if any).
- iii. Number of cases analyzed and reported.
- iv. Any steps taken for training and career development/updation of knowledge of staff.

4. SELECTION PROCESS

The hiring of the consultant will be made in accordance with the provisions of Punjab Public Procurement Rules, 2014 (as amended from time to time).

5. QUALIFICATION AND EXPERIENCE

The prospective consultant must meet the following criteria:

- i. MBBS or equivalent qualification recognized by Pakistan Medical & Dental Council or Pakistan Medical Commission and registered with Pakistan Medical & Dental Council or Pakistan Medical Commission;
- ii. postgraduate level II qualification i.e. M Phil (Pathology or Histopathology or Microbiology) or any equivalent qualification recognized by Pakistan Medical & Dental Council or Pakistan Medical Commission or equivalent qualification from Diplomate American Board (Pathology or Histopathology or Microbiology); and
- iii. Four years experience in a reputable Pathology or Histopathology or microbiology Laboratory. Preference will be given to those having hands on experience in a reputable Forensic Laboratory.

6. DURATION

12 Months under the Punjab Public Procurement Rules, 2014 (as amended from time to time)

7. COST OF CONSULTANCY

The total cost of consultancy shall be above Rs. 2.00 million.

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