

Memorandum of Understanding

Between

**xxx Hospital
PO Box xxx
Dar es Salaam**

and

**CCBRT (Comprehensive Community Based Rehabilitation in Tanzania)
- CCBRT Disability Hospital – Zonal Maintenance Workshop -
Dar es Salaam
POBox 23310**

Art. 1 Collaboration

The CCBRT Disability Hospital Zonal Maintenance Workshop will provide xxx Hospital regular preventive maintenance and repair of medical / hospital equipments and machines.

Art. 2 Details

1. Maintenance will be done at the premises of the xxx Hospital.
2. Only if equipment can't be maintained at the above mentioned place it will be done at the CCBRT Zonal Maintenance Workshop in Dar es Salaam, Disability Hospital compound.
3. Volume of the work is based on the enclosed inventory of equipments and present at time of signing the amount of 40 man-hours per maintenance visit (adding or deducting of equipment has to be agreed by both parties and will change man-hours estimate).
4. Portable equipment should be sent to the CCBRT Zonal Maintenance Workshop for repair in order to reduce travelling time and cost.

Art. 3 Services of the CCBRT Disability Hospital Zonal Maintenance Workshop

- provide preventive maintenance agreed upon within the agreed schedule
- provide repairs on demand (against special invoice)
- provide all tools needed
- provide spare parts as far as available and advise in procurement if not available
- advise on procurement of new equipments and/or machines
- provide training for local technical staff, Training on the job.

Art. 4 Duties of xxx Hospital

- give access to maintenance workers to carry out their duties (time and location to be agreed beforehand)
- allow CCBRT Disability Hospital staff to remove equipments from the site of the xxx Hospital for repair against receipt
- refund the amount agreed (see Art.5 Charges) for preventive maintenance within 1 month after completion of work
- refund any repair cost, spare parts etc. within 1 month of completion of work
- orders for spare parts have to be confirmed in writing (letter, e-mail,...)

Art 5 Charges

- Regular maintenance will be conducted four times per year. The cost per visit amounts to x TShs (x only) and will be adjusted on annual basis. – The inventory attached shall give clear details of equipment to be maintained and be part of this agreement.
- Repair on demand will be charged separately, TShs 10,000.00 per working hour, mileage will be TShs 700.00 per kilometre.
- Spare parts do not form part of the above charges and will be charged separately.

Art. 6 Liability

Any disagreement has to be settled through an ombudsman selected by both parties.

Art.7 Agreement

To this end xxx Hospital and the CCBRT Disability Hospital have agreed on the above areas and methods for co-operation.

The duration of the co-operation is three years after the date of signature by both parties.

Signed in three copies:

Date: / /

Tumaini Hospital

Name:

Signature:

Witness:

Name:

Signature:

CCBRT (CEO)

Name:

Signature:

Witness:

CCBRT Disability Hospital

Name:

Signature:

enclosure :

- inventory of equipments