

TERMS OF REFERENCE (TOR)

DEVELOPMENT OF VR CONTENT ON ANATOMY, LAUNCHER PLATFORM, AND ON-SITE TRAINING FOR COMMUNITY PARAMEDIC TRAINING INSTITUTES (CPTIs)



SWISS
FOUNDATION
FOR TECHNICAL
COOPERATION

We create opportunities

We are a leading organisation for implementing international development projects. We promote inclusive economic, social and ecological development to make an effective contribution towards sustainable and widespread prosperity in developing and emerging economies.

Background and Context

Swisscontact is a Swiss development organisation that works to make economic systems more inclusive and sustainable. Through its projects, it enables skills development and local entrepreneurship, provides access to local financial service providers, and supports resource efficiency for decent employment and income generation.

In Bangladesh, it runs the ASTHA (Achieving Sustainability Towards Healthcare Access) project to expand healthcare in rural areas by building a Community Paramedic (CP) workforce. CPs are trained through a two-year course under the Ministry of Health and Family Welfare (MoH&FW) and certified by the Bangladesh Nursing and Midwifery Council (BNMC).

As part of its effort to strengthen training quality through blended learning, ASTHA now seeks to engage a qualified service provider to develop custom VR anatomy content tailored to the CPTI curriculum, build a launcher platform for the Meta Quest 3S, and deliver on-site training at selected CPTIs. The content will be owned by Swisscontact and made available to the broader CPTI and paramedic training ecosystem as a shared resource, consistent with ASTHA's market systems development approach.

Objectives of The Assignment

The primary objective of this assignment is to develop and deliver curriculum-aligned, bilingual (Bangla and English) VR anatomy content and a launcher application for VR (Meta Quest 3S) headsets, and to conduct on-site orientation and training at selected CPTIs, so that VR-based anatomy learning can be integrated into existing paramedic training.

The assignment should also deliver all source files, compiled builds, and training materials to Swisscontact, enabling future adaptation, updates, and distribution of the content to CPTIs and comparable training providers beyond the ASTHA network.

Scope of Work and Key Tasks

The selected service provider will deliver the assignment through a combination of inception, content development, application development, and on-site training. The scope encompasses:

- Reviewing the CPTI curriculum materials (provided by Swisscontact during inception) and agreeing with the project team on the specific human anatomy modules to be developed as VR learning experiences. The following models will be developed initially in the first lot:
 - Heart and circulatory system
 - Respiratory system and Sinus
 - Brain and Spinal Cord
 - Skeletal System
 - Female and Male Reproductive and Urinary system

The final list will be confirmed upon agreement with the selected service provider after onboarding.

- Developing pre-built, interactive 3D VR scenes for each agreed anatomy module. Each module must allow the user to explore anatomical structures in three dimensions (rotate, zoom, isolate layers and systems) with labelling and narration in both Bangla and English. Content must be anatomically accurate and reviewed against the curriculum materials. Visual and interaction quality must be optimised for standalone rendering on Meta Quest 3S (Qualcomm Snapdragon XR2 Gen 2, Android-based, no PC tether).
- Developing a simple launcher/menu platform for Meta Quest 3S that organises and provides access to all VR anatomy modules, supports a bilingual interface (Bangla/English toggle), module selection, and basic usage instructions on first launch. The application must be deployable via sideloading (APK) to all devices.
- Conducting quality assurance and device testing on Meta Quest 3S hardware, resolving bugs, and delivering a tested build to Swisscontact for acceptance before training begins.
- Conducting on-site orientation and training at the selected CPTIs. Training must cover device setup and operation, navigating the launcher and content modules, integration of VR anatomy sessions into existing teaching schedules, basic troubleshooting, and care and maintenance of the headset. Participants will include CPTI trainers and, where feasible, a group of trainees at each site.
- Delivering a printed or digital user guide (bilingual) and a quick-reference card for each site.
- Handing over all source files (3D models, project files, scripts, assets), the compiled application build (APK), and all training materials to Swisscontact upon contract completion. All deliverables become the intellectual property of Swisscontact.

Qualifications of the service provider

The service provider must be a registered firm with demonstrated capability in VR and 3D content development. The following are required:

- Minimum [3] years of organisational experience in VR and 3D content development, with a demonstrated portfolio of immersive learning, anatomy, or health-related VR projects.
- Proven development capability for Meta Quest or comparable standalone Android-based VR platforms, with proficiency in Unity or Unreal Engine, 3D modelling, and medical or anatomical visualisation.
- A proposed team comprising, at minimum: a project lead, a 3D artist/modeller, a VR developer, and an instructional designer or subject-matter advisor. CVs of all key personnel must be submitted with the proposal.
- Ability to deliver content, user interface, and training materials in both Bangla and English.

- Demonstrated experience delivering end-user training or orientation sessions, preferably in education or health settings.
- No third-party tools, engines, plugins, or embedded licenses in the deliverables that would restrict Swisscontact's ability to distribute the content freely and at no cost. Any such dependencies must be disclosed in the technical proposal.

Duration and Modality of the contract

The following milestone structure applies:

Milestone	Deliverable(s)	Timeline	Payment
1: Inception	Inception report: confirmed module list, storyboards, technical design document, workplan.	Week 1-2	20%
2: Development	Completed 3D anatomy VR scenes per agreed module list; bilingual labelling and narration; launcher app build for Meta Quest 3S.	Week 2-3	40%
3: QA and acceptance	Device-tested build delivered to Swisscontact; QA sign-off; bug fixes.	Week 3-4	20%
4: Training and handover	On-site orientation at selected CPTIs completed; training materials and user guide delivered; source files and final build handed over.	Week 4-5	20%

Payment against each milestone is contingent upon Swisscontact's acceptance of the deliverable(s). This contract may be renewed for one additional term by mutual agreement, provided the conditions of are met.

Reporting and Other Provisions

The service provider will report to the Sr. Manager, Interventions Portfolio, ASTHA, and will work closely with the Coordinator, Partnership & Innovation, ASTHA.

Deliverables

The service provider will submit the following deliverables across the contract period:

- Inception report with agreed module list, storyboards, and technical design.
- Pre-built, interactive 3D VR anatomy scenes (bilingual) for each agreed module.
- Launcher application (APK) for Meta Quest 3S with bilingual interface.
- Device-tested, QA-approved final build.
- On-site training completed at selected CPTIs.
- Bilingual user guide and quick-reference card.
- Full source file handover (3D models, project files, scripts, assets, compiled builds, training materials).
- Completion report.

Intellectual property: All deliverables are the intellectual property of Swisscontact. The service provider may not use, license, sell, or distribute the deliverables or any component thereof without prior written consent. Swisscontact intends to make the content freely available to the broader CPTI and paramedic training ecosystem beyond the ASTHA network.

Scoring Criteria

The applicant will be evaluated based on the combined technical and financial proposal. For the evaluation of the proposal, the following criteria will be applied:

Sl.	Criteria	Weight (%)
1	Efficiency of the proposed plan	5%
2	Understanding of the assignment	10%
3	Portfolio and demonstrated experience in VR/3D content development (please share the links);	30%
4	Technical approach	15%
A	Technical Proposal (1+2+3+4)	60%
B	Presentation (including live demonstration of previous work)	20%
C	Financial Proposal	20%
Grand Total (A+B+C)		100%

Bidders that achieve a minimum score of 70% in the technical evaluation will be invited to deliver a short presentation. Financial proposals will be opened only for those who achieve a minimum of 70% based on the combined score of the technical evaluation and the presentation. The following method will be applicable for the evaluation of the potential firm:

- A Quality and Cost (Q&C)-based evaluation will be conducted by an evaluation team.
- The bidder achieving the highest score out of 100 will be awarded the contract, provided both parties reach an agreement on the final budget.
- If there is no agreement on the final budget, then the bidder with the second-highest score will be considered.

Submission Guidelines

Please email the following documents to bd.procurement@swisscontact.org. Please include the exact title of the position, “**DEVELOPMENT OF VR CONTENT ON ANATOMY, LAUNCHER PLATFORM, AND ON-SITE TRAINING FOR COMMUNITY PARAMEDIC TRAINING INSTITUTES (CPTIs)**” in the subject line of your email. Applications must be submitted **on or before 05 OCTOBER 2026, 5:00 PM**.

Sl.	Document	Submission Guidelines
1	Technical Proposal	Please attach a document, no more than eight (8) pages with the following: • Understanding of the assignment. • Proposed methodology, sampling frame and stratification by cluster and factory tier. • Work plan and timeline mapped to the deliverables. • Team composition, curricula vitae (CV), and named allocation of person-days by team member. • Portfolio of comparable assignments with contactable references. Please send your technical proposal in an email to the Coordinator – Procurement & Government Relations at bd.procurement@swisscontact.org, with "DEVELOPMENT OF VR CONTENT ON ANATOMY, LAUNCHER PLATFORM, AND ON-SITE TRAINING FOR COMMUNITY PARAMEDIC TRAINING INSTITUTES (CPTIs)" in the subject line.
2	Administrative and legal documents	Alongside the technical proposal, please send the following documents in the same email: • Company registration • National Identification Number (NID) • BIN Certificate • TIN Certificate • Latest Tax Return (at least 2025-26 or later) • Tax and/ or VAT exemption certificate (if applicable) • A signed statement, testifying that all information within the proposal is correct and true.
3	Financial Proposal	Please attach a separate document, outlining your expected consultancy fee based on the deliverables and the estimated level of effort. Only the hard copy (no soft copy) of the financial proposal should be submitted in a sealed envelope to the address below: <i>Coordinator – Procurement & Government Relations Swisscontact Bangladesh House 28, Road 43, Gulshan 2 Dhaka 1212, Bangladesh</i> The subject line "DEVELOPMENT OF VR CONTENT ON ANATOMY, LAUNCHER PLATFORM, AND ON-SITE TRAINING FOR COMMUNITY PARAMEDIC TRAINING INSTITUTES (CPTIs)" must appear on both the envelope and the email.

- DO NOT use AI to generate the entire proposal. You may use it to proofread the document.
- DO NOT reach out directly to any project members via any personal channel (ex, WhatsApp, LinkedIn, etc.) outside the formal channel.

Any violation of the submission guidelines may result in disqualification. Swisscontact reserves the right to accept or reject any or all candidates without assigning any reason.
