

BANGLADESH LAND PORT AUTHORITY

Terms of Reference for Consulting Services

CONDUCTING FEASIBILITY STUDY AND PREPARATION OF MASTER PLANS & DETAILED DESIGN FOR DEVELOPMENT OF BENAPOLE, BHOMRA AND BURIMARI LAND PORTS.

1. Introduction and Background

The Government of The People's Republic of Bangladesh has received a USD 150 million Credit from the International Development Association (IDA) – a member of the World Bank Group – for financing the cost of the *Bangladesh Regional Connectivity Project 1* (BRCP-1), being jointly implemented by the Bangladesh Land Port Authority (BLPA), National Board of Revenue (NBR) and Ministry of Commerce (MoC). The Project Development Objective is to improve conditions for trade through improving connectivity, reducing logistics bottlenecks and supporting the adoption of modern approaches to border management and trade facilitation. The Project consists of three (3) major components of which the below component will be implemented by BLPA:

Component 1: Invest in infrastructure, systems and procedures to modernize key selected land ports essential for trade with India, Bhutan and Nepal. The key activities under this component are: Development and improvement works at four land ports along the Southwest to Northeast Corridor that are key to facilitating regional and transit trade. These include: (i) Bhomra on the southwest border of Bangladesh, which is experiencing severe congestion as trading volume has exceeded the land port's capacity; (ii) Sheola on the border with Assam State, Northeast India, which would be a greenfield land port; it is currently a Land Customs Station with almost no infrastructure; (iii) Ramgarh on the border with Tripura State, Northeast India, where potentially a co-location modern border management concept could be piloted; and (iv) Benapole land port, Bangladesh's largest and busiest land port, which experiences significant security and leakage problems. Activities at Benapole will include a perimeter fence, gates, junctions, security tower, drainages, a CCTV system, and a gate pass system.

Stepping up the effort on land port modernization, the Bangladesh Land Port Authority intends to undertake the next phase of development of Benapole and Bhomra land ports as well as improvement of Burimari land port. Now the BLPA intends to apply part of the IDA Credit for procuring services of a reputed international consulting firm to prepare Feasibility and Detailed Design of Land Ports at Bhomra (Phase 2 development), Benapole (Phase 2 development), and Burimari.

1.1 A Synopsis of the development

1.1.1 Benapole Land Port

It is the largest land port of Bangladesh located in Benapole town of Sharsha Upazila in the Jessore District. This port is used to export-import good with India through Benapole-Petrapole border. More than 80% of the bilateral trade with India takes place through this port.

Although a railway line passes next to the port, the cross-border transportation of the goods is mainly through the connecting road.

Phase 1 improvement of the safety arrangements through construction of the boundary wall, watch towers, CCTV and gate pass system is underway under the BRCP. The scope of development for the Phase- 2 will be prepared by the selected consulting firm. It is expected to include, inter alia, new warehouses, open stack yards, truck terminal for Bangladeshi empty trucks, chassis terminal, heavy stack yards, chemical godown, passenger terminal with parking area and one-stop-service building.

1.1.2 Bhomra Land Port

The land port is located at Sadar Upazila of Satkhira District on the Bangladesh side and Gojadanga, 24-Parganas of West Bengal on the Indian side.

Phase 1 of the development is already underway under BRCP. The scope of development for the Phase- 2 will be prepared the selected consulting firm. It is expected to include, inter alia, a port service building, passenger shed, warehouse, yard for automobile chassis and machinery, transshipment yard, mosque, truck terminal, porter area, equipment hanger and workshop, medical center, open stack yard, bypass roads, pedestrian road overpass, laboratories, watch towers and toilet complexes are planned to be constructed.

1.1.3 Burimari Land Port

The port is situated in Lalmonirhat District in Rangpur Division. The corresponding point on the Indian side is Changrabandha in Cooch Behar district.

The land port was established in 2005 and is operated by a private entity. Although it is near the Burimari Railway Station, the tracks do not pass through the port. The land port itself is closed off from the nearby village by a wall. One big private warehouse and some 20 small warehouses are located outside the land port premises in the Burimari village. The existence of these warehouses dates back to the early days of the border crossing. The scope of development will be prepared by the selected consulting firm. It is expected to include, inter alia, parking yard, stack yard, transshipment yard, truck terminals both for Indian & Bangladeshi trucks, international passenger terminal, export terminal, and residential quarters for Port Officials.

2. The Objective of the Assignment

The main objectives of this Consulting service (the Services) are of two categories:

2.1 Feasibility Study, Preparation of Master Plans and Detailed Design:

- (i) to conduct a feasibility study, prepare master plans, preliminary design, and subsequently a detailed design and draft tender documents for second phase development of Benapole and Bhomra Land Ports;
- (ii) to conduct a feasibility study, prepare master plan, preliminary design, and subsequently a detailed design and draft tender documents for Burimari Land Port.

3 The Scope of the Assignment

The scope of the assignment has been described below:

3.1 Feasibility Study

3.1.2 Literature Review of Existing Reports and Documents.

The Consultant is expected to identify and review all existing reports and documents relevant to the development and operation of land ports in the region (South and East Asia), and any earlier diagnostics undertaken at the land ports in this assignment, and identify the key parameters of the best functioning land ports – and the potential evolution towards integrated facilities, like One Stop Border Posts (OSBP)

The Consultant is also required to review the development masterplans for road and rail links connecting the ports from the Indian side and also on the Bangladesh side as well as the development of masterplans for the customs, immigration and security forces on the Bangladesh side.

3.1.3 Evaluation of the collaboration between the Indian and Bangladesh authorities at the border crossing points

The Consultant is expected to assess the current environment for collaboration between Land Port administrations and Customs administrations of Bangladesh and India and determine what is required to introduce an enabling environment for improved border agency collaboration, including on-line and real time interconnection. This may include assessing legal constraints, security dimensions, current practices and procedures, and a determination of minimum technical and functional specification of ICT equipment and networking services.

3.1.4 Review Proposed Border Management Modernization and Automation, and Pending Multilateral Motor Vehicle Agreements that will Impact Infrastructure Requirements

The Consultant is expected to review the various modernization initiatives and automation initiatives planned or currently underway that may reduce dwell times for cargo trucks arriving and departing the stipulated border points.

The Consultant is expected to review all available literature pertaining to the BBIN Motor Vehicle Agreement (MVA) to evaluate the extent to which the implementation of this agreement will reduce border dwell times and reduce space requirements for some of the border functions such as cargo transloading and storage.

3.1.5 Review of Relevant Laws Regulations.

The Consultant is expected to undertake a detailed review of all relevant laws and regulations and identify changes that will need to be effected, and a timeline, to facilitate the introduction of the proposed improvements of the land ports and to enable the effective operation of a land port and a potential evolution to One Stop Border Post (OSBP) operations, which includes review the sovereignty issues from the perspectives of application of criminal code, anti-corruption laws, labor laws, and others, taking into account good international practice.

3.1.6 Preliminary Baseline

Assemble a preliminary baseline for each facility's site, including but not limited to the following:

- a. Conduct topographical survey for up to about 20 hectares at each of the 3 land ports: covering the existing ICD, future extension area and connecting transportation corridors. Install permanent benchmarks at a spacing not more than 200 m from each other.
- b. Produce topographical map for surveyed area with contour interval of 0.1m showing all the natural and manmade features.
- c. Collect available geological, geomorphological, and geotechnical maps. Analyse the geological condition including seismicity and associated hazards of the proposed locations.
- d. Collect climate condition baselines such as rainfall, humidity, temperature and visibility and analyse these conditions.
- e. Take an inventory of all standing trees.
- f. In case of any stream passing through or adjacent to the area to be developed, determine the minimum, normal and the maximum flow (with 50 m return period).
- g. Determine the area of inundation and corresponding water level for year with average precipitation and 50-year maximum precipitation.
- h. Characterize the existing land use within the area of influence of each port including areas for cultivation, grazing areas, shelter, commercial activities hilly areas, forested areas, industrial areas, residential areas, common properties, etc.
- i. Identify and describe the known Physical Cultural Resources (historical, religious, or architectural) as well as socially sensitive areas like schools, bazaars, temples, etc.
- j. The Consultant is expected to clearly identify and map the roles, processes, and time expenditures required at every different agency at the land port and borders in clearing commercial trucks, informal cross border traders, and passenger vehicles. The data collection should include the area covered by the land port, customs, immigration, bridge site, road link to the land port and the area between the border crossing facilities.

3.1.7 Traffic Studies

- a. Count the number of trucks entering and exiting the existing land ports during 24 hours for 1 week. Count the length of truck queue at all the roads on the Bangladesh side.
- b. Measure the length of truck queue waiting to enter India at each hour for 24 hours on a normal working day.
- c. Determine the future volume of freight, passenger and vehicles movements per category of vehicles (i.e. light, medium and heavy) using appropriate methods acceptable to the Employer and provide for each identified category, future traffic forecast for the next 5-year, 10-year, 15-year and 20-year period.

It will be integral for the future traffic volume calculations to be informed through comprehensive assessment of proposed future border efficiency initiatives such as BBIN MVA and initiatives to modernize border management processes and introduce automation. This will ensure that infrastructure requirements are not overinflated when border dwell times are reduced through efficiencies gained through digitization, improved processes, and international traffic agreements allowing commercial vehicles to travel inland without the need to transload from Indian to Bangladeshi trucks at the frontier.

- d. Estimate the change in traffic volume on the other two ports, if one of the ICD is closed for some time.
- e. Assess the parking space being used by goods vehicles waiting for the formalities, government vehicles (used by customs, BLPA, security agency, etc) private vehicles, and taxis (used by customs agents, freight forwarders, other service providers, etc).
- f. Assess the needs of cargo handling space for physical inspection and verification for clearance and other commercial practices as well as the space necessary to transshipment of goods and passengers.

The space requirements should be carefully considered in relation to imminent Customs initiatives utilizing a risk-based approach to select shipments for physical examination. A Risk Management System will lead to significant reductions in the need to physically verify shipments. This reduction in space needed for inspections should be evaluated and factored.

Space requirements for parking commercial vehicles and conducting transload processes will also need to be considered in relation to the impending BBIN MVA that will allow for the movement of some trucks inland without a need to transload at the border point. BBIN MVA will contribute to the decongestion of the border points and will thus impact the infrastructure requirement for transload functions over time.

- g. These assessments shall take into account the needs of fixed facilities/device of control, notably, scanners, weighing device, inspection shed, warehousing for detention, and the needs of informal/suitcase traders.

3.1.8 Master Plans

Prepare preliminary masterplans, or propose modification of the existing development masterplans with the preliminary engineering designs for all the land port requirements (design of land development, high security boundary walls, roads, drainages, functional buildings/offices for Customs, Land Port Authority, SPS functions/labs and other border agencies, warehouse, barracks for security personnel, open stack area, parking spaces, trans-loading bays, weighing yard, vehicle maintenance yard, toilets, canteen and cooking facilities, staff quarters and other utility buildings) including alternative/ options designs for comparison purposes.

The Land Plan and revised Master Plan should take into account the recommendations of the concurrent ESIA study being conducted by a different consultant.

3.1.9 Economic Appraisal

The Consultant will be expected to undertake a comprehensive economic evaluation of the proposed alternatives to ensure the identification and selection of the most economically efficient options, and the optimal implementation schedule for any subsequent physical works. This activity is expected to require the following activities:

- a. Estimation of the economic internal rate of return (EIRR) and the net present value (NPV) for all identified alternatives, compared to an identified “do- minimum” alternative using a standard cost/benefit methodology, a 25-year appraisal period, and a 6 per cent discount rate. Costs and benefits should be expressed in constant prices (to a defined base year price), but growth in the real value of time should be included;
- b. Economic costs and benefits should be shadow-priced as appropriate to reflect local conditions, e.g. labour costs, value of time, vehicle costs and maintenance practices. Account should also be taken of the estimated mitigation costs identified as necessary in the Environmental and Social Impact Assessment;
- c. The assessment will include costs of any land and property that must be expropriated. BLPA will assist the Consultant in securing information on prevailing compensation rates for land and the different types of buildings, if necessary;
- d. The possibility of alternative design standards, limited road realignments, different improvement options, and staged construction should be investigated, taking into consideration construction and maintenance costs and relevant economic rates of return; and
- e. The Consultant will carry out sensitivity analyses on the parameters that are estimated with the greatest uncertainty and calculate the key switching values for critical parameters. For the sensitivity analysis, also consider a scenario when upon closure of each of the ports, the traffic is diverted to the other two ports.

3.1.10 Required outputs

- a. The Land Plan and Master Plan for Burimari land port and revised Land Plan and Master Plan for Benapole (Phase-2) and Bhomra (Phase-2) design, layout, and linked infrastructure including last mile connectivity needs such as access roads, river ports, etc. The plan should show all the necessary infrastructure, equipment and service lines that are necessary to operate the land ports.
- b. Development of 3 number of alternative plans for each of the 03 ports, assess the different possible options and determination of the best option.
- c. Feasibility level design drawings and reports with a content and format acceptable to the GOB and the World Bank.
- d. Cost estimates and cost-benefit projection/analysis, including economic analyses and sensitivity analyses.
- e. Preliminary project implementation plans including construction technology considerations.

3.2 Detailed Design

3.2.1 Preliminary tasks

- a. Divide the area surveyed in 5m x5m grid and determine the coordinates (x, y, z) of the corners of the grid with additional levelling survey.
- b. Cadastral survey where acquisition of land is necessary for carrying out the improvement works.
- c. Preparation of existing site inventory and identification of the rehabilitation of the waterways (drainage) and public facilities.
- d. Adequate Geological /Geotechnical investigations (1m x 1m x 2m pits or 8 m deep boreholes at 50m spacing) and all engineering testing works required for design of structures, pavement and slope-stabilization works.
- e. Construction material survey to identify the source, quality, and quantity of the construction materials and location of the borrow pits and the quarries; identify disposal area for the dispose of surplus materials.

- f. Hydrological investigation and studies, to determine the different hydrological parameters required for land port development including drains, longitudinal drainage and subsoil drainage system; identification of erosion prone areas and requirements for their protection, etc.
- g. Determine baseline border crossing time (record truck identification and time of arrival and departure with the use of computer terminals or time clocks installed at entry and exit points) for trucks at all the 3 land ports.
- h. Conceptualize how the buildings and other structures will be developed as green, sustainable infrastructure. As a minimum, the broad sustainability areas of focus would be energy efficiency, waste and pollution reduction, preserve water, use of renewable energy, resilient against natural disaster and have a longer life span.

3.2.2 Designs and Drawings

- a. Based on the approved design option from the Feasibility Study, the Consultant shall prepare a detailed Land Plan and Master Plan for twenty years period showing all the existing and the proposed infrastructure and utilities necessary to operate the land port including last mile links/access infrastructure, etc.
- b. The design should take into consideration the findings of the ESIA study (being conducted by a different consultant) for the corresponding ports and incorporate the measures recommended in the ESIA studies in the design.
- c. Prepare the Detailed Architectural and Engineering Design for land port infrastructures which shall include landscaping, boundary walls, security tower, buildings, approach/ inside roads, retaining and protection structures, drainage, river training, slope stabilization and bioengineering works, water supply and sanitation, power supply and electrification, power backup, telecommunication, garbage disposal and waste water management, pavement works suitable for land ports/ roads/ parking area, environmental mitigation measures, environmental enhancement measures as applicable, and miscellaneous ancillary works for other supporting amenities in accordance with the approved preliminary design.
- d. The design shall adhere to all the relevant standards approved by the Government of Bangladesh, and should give due consideration to the following aspects, and:
 - Economy in construction and maintenance without compromising on required functionality;
 - Monitoring by CCTV network and a security system;
 - LAN based secure data transfer system as a backbone for internal communication and communication with customs, quarantine, immigration, police and other relevant government agencies;
 - Decent and comfortable working spaces for all users;
 - Aesthetic and fitting into the landscape;
 - Needs assessment and layout design for essential furniture and equipment;
 - Accessible to users with disabilities.
 - Consider special requirements of the female users of the land ports, including toilet facilities for women, women-only waiting rooms and service counters, as appropriate.
- e. All the design works must follow applicable requirements, norms and standard code of practices on buildings, pavements, sanitation, electrification, communication, firefighting, etc. as required in Bangladesh with regards to use, flooding, fire hazard, high winds and earthquakes. The designed structures should be climate resilient.
- f. The buildings and structures have to be designed as disaster resilient and green buildings. The Consultant should explore the reputed green building certifications (e.g. BREEAM, LEED, EDGE, CASBEE etc.), compare suitability considering each site context and make specific proposals for each site. The consultant will advise the client with selection of the appropriate green building certification, the level it would achieve, and costing analysis (life cycle) for every incremental level of certification. Upon concurrence, the green

building standards will be incorporated and demonstrated in design, cost analysis and feasibility assessment prepared by the Consultant. The consultant will also prepare an Operations and Maintenance framework of the green facilities being designed which will be detailed and finalized during the construction of the structures by the supervision consultant.

- g. Based on construction norms and standard unit rates applicable, detailed and summary cost estimate shall be prepared. For work items not reflected in government approved norms and standard unit rates, cost analysis shall be made to derive appropriate unit rates.
- h. The Consultant shall furnish the important documents, design reports, drawing and other necessary information in the BLPA acceptable format in soft copies.
- i. Prepare work and material specifications in compliance with GoB standard specifications for related works or acceptable international standards. The specification document shall cover each of the BOQ items, possible source of material, and contain details on method of measurement and payments as well as appropriate penalties for non-compliance.
- j. The consultant shall be responsible to supply all the required information on the proposed development to obtain municipal approval and approval on the development plan from concerned agency.

3.2.3 Preparation of Bid Documents

- a. On the basis of the detailed design and incorporating all relevant environmental mitigation measures identified in the ESIA the Consultant shall prepare Engineer's Estimates of the construction works with sufficient accuracy to prepare the bidding documents separately for Benapole, Bhomra and Burimari land ports.
- b. For the purpose of comparing the cost estimates, the Consultant shall prepare an estimate based on prevailing contract prices of key items. BLPA will provide necessary assistance in approaching authorities to collect such item rates of the similar works also consult will finalize this estimate as per existing market trend.
- c. The Consultant shall make appropriately sized bid packages for the works in close consultation with BLPA. The RFB document need not be prepared but Special Condition of Contract, Bidder Evaluation Criteria, and Specifications in separate volumes for each of the proposed procurement packages will be required.

4 The Expected Inputs

The proposed services under this Terms of Reference shall be carried out by an appropriately qualified firm with adequate experience in conducting feasibility study, preparing master plans, designing of civil infrastructure projects of comparable size, preferably foreign aided projects.

The provisional estimate of man-months necessary to complete this assignment is 106 man-months (mm) as tabulated below.

4.1 Staff Inputs

S.N.	Key Experts (CVs shall be evaluated)	Inputs in month		
		No	Man-month	Total (mm)
1	Team Leader (International)	1	10	10
2	Customs and Border Management Specialist (International)	1	6	6
3	Structural Engineer (National)	1	9	9
4	Architect/Landscape Planner (National)	1	9	9
5	Transport Economist (National)	1	6	6
6	Geotechnical/Materials Engineer (National)	1	3	3
7	Electrical Engineer (National)	1	6	6

8	Pavement Design Engineer (National)	1	6	6
9	Chemical/Hazardous Material Specialist (International)	1	3	3
	Total Key-Staff Inputs	09		58
	Non-Key Experts/Other Experts			
10	Water supply and Sanitary Engineer	1	6	6
11	Procurement and Contract Specialist	1	6	6
12	Green Building/Resilient Infrastructure Expert	1	3	3
13	Quantity Surveyor	2	6	12
14	IT Expert	1	6	6
15	GIS expert	1	8	8
16	CAD Specialist	1	10	10
	Total Key-Staff Inputs	08		51
	Total Staff Inputs (Key + Non-Key)	17		109

**International consultant means 'International Experience', for which the international experience outside the country of the proposed individual's nationality will be considered.*

- **Note:** Only the **Key Expert positions** listed above will be scored in the technical evaluation. However, individual staff must be proposed by the consultant firm for all the positions (Key experts and Non-Key experts/other experts) listed in the TOR are required to meet the minimum qualification requirements specified for each position in the TOR. If any proposed staff does not meet the specified minimum qualification requirements, and if the proposing firm still ends up achieving the overall highest combined technical and financial score, then the firm will be required during contract negotiations and prior to Contract signing to replace the unqualified individual with another individual who fully meets the minimum qualification requirements for that position as specified in the TOR. CV must be in the format of Tech-6 and must be signed by the experts.

Note:

- The Consultant is responsible to review the required services and may propose own requirements for the key professionals and other support staff (e.g.: Surveyors with helpers, CAD operators, traffic enumerators, etc.) required to complete the proposed services in a satisfactory manner.*
- Financial proposal should include all the direct and indirect costs necessary to execute the services.*
- The number of experts proposed for different positions shall match with the Consultant's Technical Proposal.*

4.2 Qualifications and Responsibilities of Key Personnel

The broad qualifications of the Key personnel are given below. The responsibilities shall be assigned by the Consultant to complete all the deliverables in a professional manner.

A. Team Leader (International)

Academic Qualification and Experience

- **Education:** Graduate in Civil Engineering, preferably Masters in Civil Engineering/Ports or related field; relevant trainings with membership in a relevant professional organization.
- **Experience:** 20 years in conducting feasibility studies, planning and designing of large civil engineering projects with 07 years as Team Leader in works of similar nature and complexity. He must have 05 years overseas experience (outside home country). Experiences in developed countries in relevant field will be preferred. Experience as Team leader in at least 03 numbers of donor funded in civil engineering/related projects. Familiarity with

green and resilient infrastructure design, analysis, construction and maintenance will be a plus.

B. Customs and Border Management Specialist (International)

Academic Qualification and Experience:

- Education: Master's Degree in any subjects with relevant trainings and membership in a relevant professional organization.
- Experience: 15 years customs/port management experience or in relevant field with minimum 05 years overseas (outside home country) experience. He must have experience with senior level responsibility for at least one large land port, customs border station, inland clearance facility. Experience in donor funded projects is preferred.

C. Structural Engineer

Academic Qualification and Experience

- Education: Graduate in Civil Engineering, preferably Master's in Structural Engineering; relevant trainings and membership in a relevant professional organization.
- Experience: 15 years as structural engineer for design and construction of buildings, ports or land customs; 05 years as Structural Engineer in at least 03 works of similar nature and complexity. Familiarity with green building materials available in Bangladesh is preferred.

D. Architect/ Landscape planner

Academic Qualification and Experience

- Education: Graduate in Architecture, preferably masters in architecture; relevant trainings and membership in a relevant professional organization. Certification as green architect will be an added advantage.
- Experience: 15 years as architect/designer in designing of buildings, ports or customs facilities; at least 05 works of similar nature and complexity. Design and construction supervision experience of green, resilient buildings or familiarity with green building design, materials, cost and maintenance practice will be a plus.

E. Transport Economist

Academic Qualification and Experience:

- Education: Graduate in Civil Engineering with masters in Transport Economics or related subjects; relevant trainings and membership in a relevant professional organization.
- Experience: 10 years as Transport Economist in feasibility studies of roads and ports; at least 03 works of similar nature and complexity funded by donors.

F. Geotechnical/Material Engineer

Academic Qualifications and Experience:

- Education: Graduate in civil Engineering; Master's degree in Geotechnical/Material/Quality Control Engineering will be preferred; relevant trainings and membership in a relevant professional organization.

- Experience: 10 years in sub-soil exploration, foundation design/construction supervision/ Material Engineer/Quality Assurance Engineer in buildings, bridges, roads and pavement construction projects. Experience in at least 02 numbers of donor funded projects;

G. Electrical Engineer

Academic Qualification and Experience:

- Education: Graduate in Electrical Engineering with preference to Masters in a relevant subject; relevant trainings and membership in a related professional organization.
- Experience: 10 years of experience as Electrical Engineer with experiences in design and supervision of large building electrification and substation with H.T/L.T cable design.

H. Pavement Design Engineer

Academic Qualification and Experience:

- Education: Graduate in Civil Engineering, preferably masters in highway, transportation or relevant subject; relevant trainings and membership in a related professional organization.
- Experience: 10 years as Highway/Transport Engineer in designing and construction supervision of roads and ports; 05 years works of similar nature and complexity (detail design and supervision of ports or land customs stations is preferable) including 02 numbers of donor funded projects.

I. Chemical/Hazardous Material Specialist

Academic Qualifications and Experience:

- Education: Graduate in Chemical Engineering, Masters in relevant subject will be preferred. Relevant training and membership in a related professional organization will be an advantage.
- Experience: Should have at least 10 years of relevant experience/specialization in chemical goods/hazardous material management in ports or related areas. He must have 05 years overseas experience (outside home country). Experiences in developed countries in relevant field will be preferred.

4.3 Qualifications and Responsibilities of Non-Key Experts/Other Experts

J. Procurement and Contract Specialist

Academic Qualifications and Experience:

- Education: Graduate in Engineering, Law, Management or relevant subject; preferably procurement related subject with training on public procurement policies, laws or regulations.
- Experience: Should have at least 05 years of relevant experience in procurement/ contract management of works and goods. Experience in preparing tender documents and contract management of similar infrastructure like buildings/ports/roads/bridges especially in World Bank/Donor funded projects as per ICB/NCB norms is required.

K. Green Building/Resilience Infrastructure Expert

Academic Qualifications and Experience:

- Education: Graduate in Architecture or Engineering or Environmental Science or any relevant subject with advanced training and membership in a relevant professional organization.
- Experience: A minimum of 05 years in a relevant field of work, preferably with a focus on green building certification, building design, energy efficiency and building performance. Practical experience is essential in development and application of baseline tools, building energy efficiency and climate mitigation policies and actions.

L. Water supply and Sanitary Engineer

Academic Qualification and Experience:

- Education: Graduate in Civil/Sanitary Engineering with relevant trainings and membership in a relevant professional organization is preferred.
- Experience: 05 years of experience as designing and supervision of water supply/ sanitary systems for buildings and yards, out of which execution of 2 waste-water disposal projects.

M. Quantity Surveyor (2 numbers)

Academic Qualification and Experience:

- Education: Graduate in Civil Engineering with relevant trainings and membership in a relevant professional organization is preferable.
- Experience: 05 years as Civil Engineer/Quantity Surveyor in analyzing the various rates for construction, estimating quantities, and preparing cost estimate of buildings, ports or highways; 03 years in construction supervision of multi-story buildings, steel structures and ports will be preferred.

N. IT Expert

Academic Qualifications and Experience:

- Education: Graduate in Electrical & Electronic Engineering or relevant subject. Degree in Computer Sciences will be an added advantage. Training on surveillance systems and membership in a relevant professional organization will be an advantage.
- Experience: Should have at least 05 years of relevant experience in relevant fields such as networking, security sensitive surveillance assignment.

O. GIS Expert

Academic Qualifications and Experience:

- Education: Graduate in Engineering, Geography, Urban Planning or relevant subject, preferably GIS related subject; additional training and membership in a relevant professional organization will be an advantage.

- Experience: Should have at least 05 years of relevant experience/specialization in GIS data management and spatial planning.

P. CAD Specialist

Academic Qualifications and Experience:

- Education: Diploma in Engineering with relevant training; Graduate in Engineering with relevant training is preferable.
- Experience: Should have at least 05 years of relevant experience with the specialization in Computer Aided Design of buildings, bridges, roads or relevant civil engineering structures.

5 Implementation Schedule and Reporting Requirements

The total duration of contract is estimated to be 10 months for the proposed tasks. The Consultant is expected to achieve the following key activities and reporting's for each land port. **Except for the monthly progress report, all the reports for each of the ports shall be submitted in separate volumes.**

Key Activities	Timing	Reporting	Delivery Conditions
Mobilization, Data/report collection, desk study, detailed scheduling of activities and preparation of inception report	4 weeks from Start Date	Inception Report	5 hard/ 1 soft copy; including a presentation at the Employer's office
Summarization of monthly activities	1st week of each consecutive month	Monthly Progress Report	5 hard/ 1 soft copy; PPT presentations and necessary corrections upon comments from PIU
Feasibility study	3.0 months form Start Date	Draft Feasibility Study Reports	5 hard/ 1 soft copy; including a presentation at the Employer's office
Master Plans	4.0 Months from Start Date	Draft Master Plans	5 hard/ 1 soft copy; including a presentation at the Employer's office
Feasibility study	5.0 months form Start Date	Final Feasibility Study Reports	5 hard/ 1 soft copy; including a presentation at the Employer's office
Master Plans	6.0 months from start date	Final Master Plans	5 hard/ 1 soft copy; including a presentation at the Employer's office;
Detail design	7.0 months from Start Date	Draft Detail Design Report & Drawings	5 hard/ 1 soft copy;
Detail design	8.0 months from Start Date	Final Detailed Design Reports with drawings	5 hard/ 1 soft copy
Bidding Documents	9.0 months from Start Date	Draft bidding documents	5 hard/1 soft copy
Bidding Documents	10 months from Start Date	Final bidding documents	5 hard/1 soft copy

Note:

- *Considering parallel activities to be executed at different ports, the Consultant shall be required to mobilize more than one team for primary data collections to conduct the survey and design works.*

- *Presentation and Deliberation on the Reports at BRCP-1 Office: Within 3 working days of the submission of the report at each stage as shown in above table, the Consultant shall make presentation of the report to the BRCP-1 project team as well as other stakeholders of the Employer for discussion and deliberations. The Consultant shall submit the minutes of the meeting with proposed modifications in the report to the Project Coordinator within 48 hours for review and comments. The Employer shall provide their comments within 7 days of the submission of the minutes.*
- *Feasibility report will include separate chapter(s) on resilience and green building feasibility for each site. Green building certification level would be determined by client from feasibility report. Detail design report will incorporate and demonstrate greening and resilience elements.*

6 Management of the Assignment

The Employer for the assignment will be the Project Implementation Unit (PIU) Bangladesh Regional Connectivity Project-1 (BRCP 1) of Bangladesh Land Port Authority (BLPA) under the Ministry of Shipping, who will also issue the contract. The assignment focal points will be the Project Director, Bangladesh Regional Connectivity Project-1 (BRCP 1). The general obligations are as follows:

6.1 To be provided by the Consultant

During the study, the Consultant shall provide all the facilities for their staff and other logistical requirements on their own to fulfill their obligations. These will also include support staff and office facilities, office equipment and supplies, required equipment and materials for field data collection, vehicles, and communications as required for each land port. The Consultant will set out the phase wise requirements in the technical proposal and provide the financial cost estimates for these in their financial proposal.

6.2 To be provided by the Employer

The Employer will provide the Consultant with all available studies and reports and data relevant to the services. The Employer will provide access to the related land ports and information required for the study and provide assistance where the Consultant, for the purpose of executing these services, needs to coordinate with other Government agencies, and non-government agencies. The Employer will also participate in all stakeholder consultation events related to the assessments for required expansion/improvement of the ports.

The Employer shall arrange for meetings with the ESIA/RAP consultant parallelly engaged for the ports. If necessary, for better coordination and to facilitate transfer of data/ information from one consultant to the other, the Employer shall convene monthly meetings between the two consultants.

Signed/---
August 16, 2021
(Md. Sarwar Alam)
Project Director (Joint Secretary)
BRCP1, BLPA, Ministry of Shipping