

Terms of Reference (TOR)

For

In-depth study of the project

37 District Town Water Supply Project (2nd revised)



Monitoring and Evaluation Sector-3

Implementation Monitoring and Evaluation Division

Ministry of Planning

Terms of Reference (TOR)

01.	Name of the Project	:	37 District Town Water Supply Project (2 nd revised)	
02.	Sponsoring Ministry/Division	:	Local Government Division	
03.	Executing Agency	:	Department of Public Health Engineering	
04.	Location of the Project	:	Division	District
			Dhaka	Faridpur, Shariatpur, Gopalganj, Rajbari, Munsiganj, Tangail, Gazipur, Manikganj, Jamalpur
			Chittagong	Cox'sbazar, Feni, Comilla, Chandpur
			Sylhet	Habiganj, Sunamganj
			Rangpur	Rangpur, Bogra, Kurigram, Dinajpur, Nilphamari, Gaibandha, Thakurgaon, Panchagar, Lalmonirhat
			Rajshahi	Pabna, Naogaon, Nawabganj
			Barisal	Jhalokati, Bhola, Barguna, Patuakhali
			Khulna	Magura, Narail, Meherpur, Satkhira, Kustia, Chuadanga

05.	Estimated Cost (In Lakh taka)	:	Original	Revised (2 nd)
	(a) Total	:	42425.69	89900.00
	(b) GOB	:	42425.69	89900.00
	(c) Project Aid	:	-	-

06.	Implementation Period	:	Original	Revised (2 nd)
	(a) Date of Commencement	:	December 2010	December 2010
	(b) Date of Completion	:	June 2014	June 2019

07. Objectives of the Project:

- Expansion and Rehabilitation of existing water supply and infrastructures;
- Awareness building towards sustainable water supply;
- To increase the coverage of safe water supply services.

08. Major components of the project:

- Construction of Surface Water Treatment Plant-8Nos;
- Construction of Ground Water Treatment Plant-19Nos;
- Construction of Overhead Tank-11Nos;
- Pipe Line (Different dia)-1320 KM;
- House Connection-23650 Nos;
- Water Points-8275 Nos;
- Land Acquisition- 2.10 Hec.;
- Land Development-85000 CM;
- Re-excavation of Impounding Reservoir of Gopalganj Pourashava- 1Nos;
- Production Tube well with Bulk Water Meter-350 Nos;
- Pump House including Boundary Wall, Toilet etc.-350 Nos;
- Production Well Regeneration-200 Nos;
- Treatment Plant Rehabilitation-29 Nos;
- Expert Services for design of Treatment Plant, Pipeline Network & GIS based mapping including Construction Supervision.

09. Progress of the Project (Cumulative progress up to August 2017):

Financial: 50657.58 Lakh Taka (56.35%)

Physical: 56.66%

10. TOR of the current Assignment:

- (a) Description of the Project (Project Name, Sponsoring Ministry, Implementing Agency, Project Implementation Period, Project Cost, Year wise Allocation as per DPP, Objective of the Project, Approval/Revision of the project, Source of Finance, Background of the Project.
- (b) Collection and analysis of overall and detailed component wise progress of the project (physical and financial) using table, graph, chart etc.
- (c) Analysis and review the progress of the Project in respect to project objective as well as probable future impact.

- (d) Examination whether PPA-2006 and PPR-2008, and guidelines of development partners for Procurement was followed in the procurement process (In this case it is mandatory to evaluate tender process and evaluation; whether the packages mentioned in DPP are split or not. If package are split, then identify the causes, and examine whether it is done with approval from proper authority).
- (e) Analyzing and making observation whether quantity of goods, works and services are procured as per BoQ, quality is ensured as per specification (in this case, samples are to be collected from field level and tested from reputed laboratory. Moreover, data are to be collected with field inspection through Individual Interview, Key Informant Interview (KII), and Focus Group Discussion (FGD).
- (f) Finding out the rationality of year wise work plan and financial target mentioned in DPP. Assess whether the project is implementing/implemented in respect to/along with year wise work plan from the beginning of the project. If there is any lapses in progress in comparison to project planning. Then identify the causes and suggest remedial measures.
- (g) Analyzing and making observation on different complexities like land acquisition, utility shifting, delay in fund release, delay in procurement, limitations in management, causes of increase of project cost and implementation period, social and environmental impact of the project.
- (h) Discussion and making recommendation on the project's probable Exit Plan
- (i) After completion of the Project to sustain created infrastructure/ opportunities have to make recommendations.
- (j) SWOT analysis of the Project; in this case, strength, weakness, opportunity and threats have to be identified and discussed. Moreover, recommendations to be made to overcome those weakness and threats.
- (k) Make justification of the taking the project in respect to Socio-Economic condition.
- (l) Making major findings on overall project's implementation status.
- (m) Making recommendations in the light of findings; and
- (n) Other tasks assigned by the procuring entity (IMED).



11. Qualification of Firm and Consultants:

No.	Type of professionals	Educational qualification required	Experience required
1.	Farm	-	<ul style="list-style-type: none"> At least 3 (three) year working experience in relevant field.
2.	(a) Team Leader	<ul style="list-style-type: none"> B.Sc. in Civil Engineering; Masters/Ph.D or any other higher degree in relevant field will be given preference. 	<ul style="list-style-type: none"> At least 10 (ten) year working experience in relevant field; Working experience at least 1 (one) number of monitoring and evaluation studies. Additional experience will be given preference; Working experience in water supply and public health sector; Experience in PPA-2006 & PPR-2008; Computer skills and report writing ability.
	(b) Mid-Level Engineer	<ul style="list-style-type: none"> B.Sc. in Civil Engineering; Masters/Ph.D or any other higher degree in relevant field will be given preference. 	<ul style="list-style-type: none"> At least 5 (five) year working experience in relevant field; Working experience in monitoring and evaluation studies will be given preference; Experience in water quality testing; Experience in PPA-2006 & PPR-2008; Computer skills and report writing ability.
	(c) Socio-Economic Specialist	<ul style="list-style-type: none"> Master degree in Sociology/Economics/Social Science/Development Studies; 	<ul style="list-style-type: none"> At least 5 (five) year experience to conduct socio-economic research/study.
	(d) Data management specialist	<ul style="list-style-type: none"> Master degree in Statistics. 	<ul style="list-style-type: none"> At least 5 (five) year experience in survey/research and data management activities in relevant field; Experience in using various statistical software package (SPSS & regression analysis etc.)


12. List of reports, Schedule of Deliveries, Period of Performance:

SL. No.	Title of Report	Time of Submission	Comments
1.	Inception Report	within fifteen(15) days after signing of contract agreement	
2.	1 st draft report	within sixty(60) days after signing of contract agreement	
3.	2 nd draft report	within eighty (80) days after signing of contract agreement	
5.	Final Report (in Bengali and English)	within hundred (100) days after signing of contract agreement	

13. Data, Personnel, Facilities and Local Services to be provided by the Client:

The client will provide the following project related documents; if available;

- Project document and project related various report (i.e. DPP/RDPP/IMED-05);
- Provide assistance to communicate with stakeholders.


০২/১১/২০১৭
মোঃ ফজলুর রহমান
সহকারী পরিচালক
বাস্তবায়ন পরিবীক্ষণ ও মূল্যায়ন বিভাগ
পরিকল্পনা মন্ত্রণালয়
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার