

Terms of Reference (TOR)

For

Impact evaluation of the project

**“Rehabilitation of BWDB Infrastructures Damaged by
Cyclone Aila in Coastal Area (South-Western Zone)”**



**Monitoring and Evaluation Sector: 04
Implementation Monitoring and Evaluation Division
Ministry of Planning**

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Impact Evaluation of the Project
“Rehabilitation of BWDB Infrastructures Damaged by Cyclone Aila in Coastal Area (South-Western Zone)”

1.	Name of the Project	Rehabilitation of BWDB Infrastructures Damaged by Cyclone Aila in Coastal Area (South-Western Zone)		
2.	Administrative Ministry/Division	Ministry of Water Resources		
3.	Executing Agency	Bangladesh Water Development Board		
4.	Location of the Project	Division	District	Upazila
		Khulna	Khulna	Dumuria, Dighalia, Dacope, Batiaghata, Paikgacha, Rupsha & Khulna Sadar
			Satkhira	Sathira Sadar, Debhata, Ashashuni, Kaligonj, Shyamnagar, Tala & Koyra
			Bagerhat	Bagerhat Sadar, Morrelgonj, Sharonkhola, Rampal, Fakirhat, Mollahat, Chitolmari & Kachua

5. Project Cost (in Lakh taka):	Original	Latest Revised
a) Total	41279.730	51973.111
b) Taka (GOB)	9588.770	14652.354
c) Foreign Currency	-	-
d) Project Aid	-	-
e) RPA	-	-

6. Implementation Period	Date of Commencement	Date of Completion
Original	01-07-2010	30-06-2013
Latest Revised	01-07-2010	30-06-2015
Actual	01-07-2010	30-06-2015

7. Project Background:

The devastating cyclone Aila struck the south-western costal region of Bangladesh and eastern coast of the neighboring West Bengal province of India at midday on 25 May 2009. Aila was the deadliest cyclone so far in 2009. Satkhira and Khulna districts of Bangladesh suffered the heaviest damage along with Bagerhat, Pirojpur, Barisal, Patuakhali, Bhola, Iaksmipur, Noakhali, Feni, Chittagong and Cox's Bazar. Aila made landfall with sustained winds between 65 and 75 mph (74 mph is the lowest threshold for a category one hurricane). When landfall occurred, it brought with it a deadly storm surge between 10-13 feet high along the western Bangladesh coastlines. This strong storm surge forced the embankment to breakdown in the vulnerable points and flooded the coastal areas. The whole incident took about 4-5 minutes leaving the people no time to move to safety, thus inflicted heavy damage on human lives, livestock and

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poultry, infrastructure and crop. According to the official statistics nearly four million people have been affected. Huge numbers of livestock have been lost with nearly 2,000 km of road either fully or partially destroyed. Thousands of acres of crops have been wipe out. The horrifying fact is that nearly 2,000km of the coastal embankment was damaged, causing extensive flooding.

To rehabilitate damaged infrastructures the project started in July 2010 for a period of three years. Due to the scarcity of fund, all civil works cannot be implemented as per program and the situation leads to the delaying of project program. In this consideration, for implementation of whole works of approved 1st revised DPP and proposed additional works of 2nd revised DPP will require more time and extension of the project completion period from June, 2013 to June, 2015.

08. Major components of the project:

- Construction of Embankment
- Resectioning of Embankment
- Construction of Regulator
- Construction of Bank Protective Works
- Construction of Slope Protection works
- Construction of Closure/ Breach Closing

09. Objectives of the Project:

- To rehabilitate/repair BWDB infrastructure under 43 Nos. polder/sub-projects in the South-western zone damaged by Cyclone Alia 2009.
- To bring the damaged structures in operational condition for ensuring the desired benefits of the polders / sub- projects.
- To address the midterm Cyclone Aila Rehabilitation Programme.

10. TOR of the current Assignment:

- (a) To review & present project related information (Background, Objectives, Status of project Approval/Revision, mode of financing & other relevant issues etc.);
 - (b) To collect, review, analyze and present with graphical/tabular form of data in regards to overall progress & component wise implementation progress (physical and financial) of the project;
 - (c) To assess the attainment level of the project purpose;
 - (d) To examine whether the provisions of PPA 2006 and PPR 2008 were followed properly in the procurement process (Invitation of tender, evaluation of tender, approval procedures, contract awards etc) of the packages (goods, works and services) & to analyze these procurement related functions based on predetermined indicators;
 - (e) To examine and review the status of goods/works/services procured and its proper maintenance with necessary/appropriate manpower under the project;
 - (f) To examine and review the specification/BOQ/TOR, quality & quantity as mentioned in the tender documents monitored/examined properly in procuring goods/works/services under the project & to review the targets and actual progress against the approved APP (Annual Procurement Plan);
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- (g) To monitor whether implementation of the project or any of the components has been delayed in terms of financing, procuring goods, managerial inefficiency, which causes to increase of project cost or implementation period and identify/analyze the reason/s responsible for the delay;
 - (h) To assess and analyze the information regarding project management capacity; experience; project management & procurement related training; meeting arrangement and efficiency to implementation of the decision and tenure as project director of project director;
 - (i) To analyze the data and information of project approval, revision (if any), financing, fund release and payments etc.;
 - (j) To suggest regarding the sustainability of the infrastructural facilities created/repaired under the project;
 - (k) To identify the strengths and weaknesses (SWOT Analysis) with respect to design and concept of the project and other related aspects of project activities;
 - (l) To assess the specific impact by verifying present status of the project whether the rehabilitation / repair works of the infrastructures were constructed properly under 43 Nos. polder;
 - (m) To provide opinions on midterm Cyclone Aila rehabilitation programs, the initiatives and sustainability of created opportunities under the project;
 - (n) Overall review on the basis of research findings;
 - (o) To make specific recommendations based on the findings of the study and
 - (p) To accomplish other relevant/related tasks assigned by the Authority within the contract period.

11.	Responsibilities of the Consultant Firm:
a.	Consultant firm will cover 100% of the districts under the project for this evaluation.
b.	Consultant firm will address all the stated objectives of current assignment.
c.	Consultant firm will conduct interview with beneficiaries.
d.	Consultant firm will conduct in-depth discussions and consultative meetings with PD, field officials.
e.	Consultant firm will also conduct FGD meetings with community leaders, local elite, teachers, students and concerned stakeholders
f.	Consultant firm will conduct Case Study, if needed.
g.	Consultant firm will arrange a local level workshop in any of the project areas to hold discussion with stakeholders and beneficiaries during data collection.
h.	Consultant firm will prepare evaluation report based on the collected data from the project areas and get approval from the authority concerned.
i.	Consultant firm will arrange a national level workshop for dissemination of the study findings and finalize the report incorporating workshop inputs.
j.	Consultant firm will also have to present the 1st draft report in the national level workshop for dissemination of the study findings and finalize the report incorporating workshop inputs within 60 days of the sign of contract.
k.	Consultant firm will have to provide 2nd draft report with necessary no. of copies for meeting, arrange local level workshop within 80 days of the sign of contract.
l.	Consultant firm will be printed sixty (60) copies (40 copies will be written in Bangla and 20 copies will be written in English) of the final report will be submitted to the Director General, Monitoring & Evaluation Sector-4, IMED within 100 days of the sign of contract. Printing cost will be borne by the firm.
m.	All reports must be written in using "Unicode Based Font"
n.	Any other related works assigned by the approval authority.

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12. Professionals required for the evaluation works:

No.	Type of professionals	Educational qualification	Experience required
*	Consultant firm	-	(a) At least 3 years' working experience in relevant field.
i.	Team Leader - Evaluation specialist	At least B.Sc. in Civil Engineering /Water Resource Engineering. PhD degree in relevant field will be given preference.	(a) At least 10 years' working experience in conducting relevant studies. (b) Working experience at least 1(one) number of monitoring and evaluation study. More experiences will be given preference.
ii.	Mid-level Engineer	At least B.Sc. degree in civil/Water Resource Engineering.	(a) At least 5 years' working experience in relevant field/ work experience in water resource management and hydrology. (b) At least 3 years working experience in monitoring and evaluation studies.
iii.	Socio-economic Specialist	At least Masters' degree in Economics/Social Sciences	At least 5 years' experience in conducting environmental researches and data management activities related to impact evaluation.
iv.	Statistician	At least Masters' degree in Statistics/ Applied Statistics	At least 5 years' experience in conducting socio-economic researches/ impact evaluation on programmes and data management activities related to impact evaluation.

13. Methodology:

Since the purposes of this assignment are to assess the implementation status of major components the project and its impact on the concern stakeholders. It is expected that an appropriate evaluation design should be used which will cover the some relevant changes occurred due to intervention of major components of the project. The Methodology should be a sound one mentioning target group/respondents, method of data collection (Questionnaire survey/ interview FGD/open discussion), statistical tools such as descriptive analysis, regression analysis, ANOVA, PCA etc. and sufficient to meet the objectives of this assignment. It is also necessary mentioning precision level and level of significance used for determining the sample size. Sampling technique to be followed for collecting data should also be mentioned in the methodology. List of relevant indicators in conformity with this in-depth should be determined and reported in the inception report. The data collection method for the study should be of both qualitative and quantitative nature. Since the purpose of the assignment is to assess the implementation status of the

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components the project, it is desirable that an appropriate design should be used which must cover the changes occurred due to interventions of the major components of the project.

14. List of reports, Schedule of Deliveries, Period of performance

No.	List of reports & no.	Schedule of Deliveries
1.	Inception report (Technical 20 + Steering 20) Copies	Within 15 Days from the date of contract Signing
2.	1 st Draft report (Technical 20 + Steering 20) Copies	Within 60 Days from the date of contract Signing
3.	2 nd Draft report (in Workshop 130 Copies)	Within 80 Days from the date of contract Signing
4.	Final report (Bangla 40 + English 20) Copies	Within 100 Days from the date of contract Signing

- All reports will be submitted to the Director General, Monitoring and Evaluation Sector-4 (Agriculture and Water), IMED.

15.	Data, Personnel, Facilities and local services to be provided by the client:
	Only project related following documents will be provided by the client, if available;
	a. Project document (DPP).
	b. Project Completion Report.
	c. IMED's Project Completion Report, etc.

