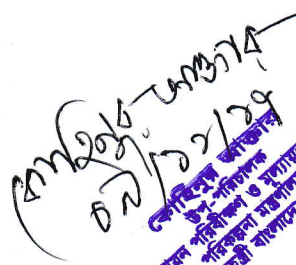


Terms of Reference (TOR)

01.	Name of the Project	:	“Procurement of Double Decker, Single Decker AC and Articulated Buses for BRTC (1 st Revised)”.		
02.	Sponsoring Ministry/Division	:	Ministry of Road Transport and Bridges/ Road Transport and Highways Division.		
03.	Executing Agency	:	Bangladesh Road Transport Corporation (BRTC).		
04.	Location of the Project	:	Division	District	Upazila
			Dhaka City & Suburbs and other divisions	Dhaka and Other Districts	Dhaka and other Upazillas
05.	Estimated Cost (In Lakh taka)	:	Original	Revised (1st)	
	(a) Total	:	30333.85	38603.00	
	(b) GOB	:	4909.5	9208.00	
	(c) Project Aid	:	25424.35	29395.00	
06.	Implementation Period	:	Original	Revised (1st)	
	(a) Date of Commencement	:	December, 2010	December, 2010	
	(b) Date of Completion	:	December, 2011	December, 2013	

07. Background:

Bangladesh Road Transport Corporation was established in 1961. Since establishing, it plays a vital role in transport sector of Bangladesh. Presently BRTC has a fleet of 797 buses including 263 Double Decker. Out of these around 300 buses are operated in Dhaka city and in suburbs, which is poor number of buses to render service as it desires and of which 70% are old buses. For this as a public entity BRTC needs to pay attention to the public demand and there is a dire necessity for procurement of sufficient number of big buses having more seating capacity Single Decker, Double Decker and Articulated buses. That is why the project of Procurement of Buses (300 Double Decker, 100 Single Decker and 50 Articulated Buses) for BRTC under the Indian Dollar Credit Line had proposed. The estimated cost was total tk. 30333.85 (GOB Tk. 4909.5 and Project Aid Tk. 25424.35). After 1st revised, the total cost of the project increased to Tk. 38603.00 (GOB Tk. 9208.00 and Project Aid Tk. 29395.00).


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 প্রকল্প পরিচালক
 বাংলাদেশ রাস্তা পরিবহন কর্তৃপক্ষ
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

08. Major components of the project:

Particulars		GOB	PA (IDCL)	Total
Procurement of Double Decker (DD) Buses	290 DD Buses	5166.50	18,365.00	23531.50
	Spare parts (5% of B.V)+ Equipment's and Tools	318.00	992.00	1310.00
	Foreign Training	-	10.00	10.00
1) Sub-total		5484.50	19367.00	24851.50
Procurement of Single Decker (SD) AC Buses	88 SD AC Express Buses	1771.25	4,857.00	6628.25
	Spare parts (4% of B.V)+ Equipment's and Tools	100.00	205.00	305.00
	Foreign Training	-	10.00	10.00
2) Sub-total		1871.25	5072.00	6943.25
Procurement of Articulated buses	50 Articulated Buses	1620.25	4,482.00	6102.25
	Spare parts (10% of B.V)+ Equipment's and Tools	232.00	464.00	696.00
	Foreign Training	-	10.00	10.00
3) Sub-total		1852.25	4956.00	6808.25
Total		9208.00	29395.00	38603.00

09. Objectives of the Project: (i) To increase Double Decker and new Single Decker AC buses; (ii) To introduce new Articulated buses; (iii) To ease Traffic Problems; (iv) To reduce congestions, air pollution and environmental pollution of Dhaka city and suburbs; (v) To reduce poverty; and (vi) To improve women employment through recruitment and to facilitate mobility of women for job seeking and attending work place smoothly more buses are to be introduced.

10. TOR of the current Assignment:

- a. Monitoring and reviewing the relevant information of project background, purpose, approval/revision, project expenditure, implementation period and financing, year-wise allocated resources according to DPP, year-wise ADP allocation, disbursement and expenditure;
- b. Presenting and reviewing of project oriented implementation progress (Physical and financial) data collection, insertion, analysis through tables / charts;
- c. Analysis and review the status of achievement of the project objectives;
- d. Examine and review whether the procurement process (invitation of tender, evaluation of tender, approval procedures, contract awards etc.) of various goods, works and

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services executed under the project, done as per PPA-2006/PPR-2008, development partner's guideline etc.

- e. To verify whether the goods, works and services collected under the project were collected through the necessary monitoring /verification according to the specifications, quality and quantity determined in the purchase agreement;
- f. Analysis, observation and review of various aspects related to the implementation of the project such as delay in fund released, delay in purchasing / collection of goods, works and services, quality of project management and extension of project implementation period and expenditure;
- g. A focus on the effectiveness, usefulness analysis, operating expenses, revenue receipt and special success (success stories, if any) of the key activities implemented under the project;
- h. Provide appropriate recommendations for the project's SWOT analysis (strengths weaknesses, opportunities and threats) and for implementation of similar projects in future;
- i. Review and recommend whether the environmentally friendly conditions have been improved by reducing environmental pollution in Dhaka (compare collected buses under the project and conventional buses by measuring the amount of carbon emissions) including Other Districts and Upazillas.
- j. Review and recommend whether socio-economic conditions have been improved by reducing poverty, increasing women employment through recruitment and facilitating mobility of women for job seeking and attending work place smoothly.
- k. Review of the mobility in the traffic problems in Dhaka city including other divisions, district, upazilas.
- l. Preparation of evaluation report based on the information gathered from the project area with necessary recommendations based on the various observations received and the approval by the purchasing agency (IMED);
- m. Finalizing the evaluation report considering organizing a local level and national level workshop and informing the findings of the work and considering the feedback / recommendations received in the workshop; And
- n. Other related matters related to the project determined by the purchasing agency (IMED).

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কোম্পানির আফিস
উপ-পরিচালক
ক্রীড়া কল ও পুষ্টিয়ান বিভাগ
স্বাস্থ্য ও পরিবেশ সচিবালয়

11. Professionals required for the evaluation works:

No	Type of professionals	Educational qualification required	Experience required
1.	Firm		Minimum 3 (three) years of experience in the study and management of project monitoring and evaluation;
2.	Team Leader-Evaluation Specialist (Having at least 1(one) similar work/M&E experience. More experiences will be preferred.	At least BSc in Mechanical Engineering Degree from any public/ reputed private University. Ph.D or any other higher degree in relevant field will be given preference.	At least 10 years Experience in monitoring and evaluation. At least 05 years Experience in Govt. monitoring and evaluation. Studies in relevant field will be given preference.
3.	Sociologist	At least Master Degree in sociology.	At least 7 years Experience in monitoring and evaluation. Studies in relevant field will be given preference.
4.	Mechanical Engineer	At least Bachelor Degree in Mechanical Engineering.	At least 5 years Experience in Construction Works.
5.	Statistician/ Econometrician	At least Master degree in Statistics. Experienced in Econometrics analysis	At least 2 years experience in conducting survey researches and data management activities

12. Methodology:

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 impact 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 impact status of the 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.

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উপ-পরিচালক
স্বাস্থ্য ও মূল্যায়ন বিভাগ
নির্বাহী মহাপাঠ্য
স্বাস্থ্য সনসদ

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

- a. Following are the primary identified outputs, which could be redesigned and extended on the basis of the needs of Impact Evaluation to achieve its objectives.

Serial No.	Reports	Time Frame from the date of Contact
i)	Inception Report	15 days
ii)	Draft Report	60 days
iii)	Draft Final Report	80 days
iv)	Final Report	100 days

- b. Fifteen (15) copies of inception report including study design and data collection instruments (DCIs) should be submitted **within Fifteen (15) days** after signing of contract agreement for approval. **The report will be written in both Bangla and English language.** The report will include the work plan along with detailed task, specific manpower allocation and details of surveys and data collection needed, actions to be taken and progress on these activities. Staffing requirements, transport, office accommodation, logistic support and other relevant matters should also be mentioned.
- c. The firm will prepare the draft study design and questionnaires for collecting data and obtain approval of the Technical and Steering Committee before collection of data from field level (15 number of study design and set of questionnaires will have to be provided for each meeting).
- d. Draft report should be prepared and placed to the Technical and Steering Committee for approval (Required number of copies will have to provide for each meeting).
- e. Before submission of the final report, a workshop/seminar will be organized by the Monitoring and Evaluation Sector-2 to disseminate the study findings. Required number of copies of draft report should be submitted for distribution among the participants of the workshop/seminar. Output of the Workshop/Seminar would be incorporated in the final report. Workshop cost will be borne by the consulting firm and should be reported in financial proposal.
- f. Report will be written in both English & Bengali. Printed Fifty (50) copies (40 copies in Bengali and 10 copies in English) of the final report will be submitted to the Director General, Monitoring and Evaluation Sector-2 (Transport), IMED. Printing cost will be borne by the firm.

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

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

- i) Project document (DPP/RDPP);
- ii) CPTU Guideline/ Indicators;

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