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SR-8

Terms of Reference (TOR) for the Consultant Firm

Of

“Capital Dredging of 53 River-routes in Inland Waterways (1st phase:24
River Routes) (1st revised).”

Monitoring and Evaluation Sector-8

Implementation Monitoring and Evaluation Division

Ministry of Planning

22/11/19

1583
2017

**Description of Selected Project for In-depth Monitoring and
Terms of Reference (ToR) for Consultant Firm**

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|----|-------------------------------|---|--|
| 1. | Project Name | : | Capital Dredging of 53 River-routes in Inland Waterways (1 st phase:24 River Routes) (1 st revised). |
| 2 | Sponsoring Ministry/ Division | : | Ministry of Shipping (MOS) |
| 3 | Implementing Agency | : | Bangladesh Inland Water Transport Authority (BIWTA) |
| 4 | Project Location | : | 23 Districts of 5 Division |

5. Approved Duration and Cost (In Lac Tk.) :

| Cost | | Duration | |
|--------------|-----------------|------------------------|------------------------|
| Original DPP | 1st Revised DPP | Original | 1st Revised |
| 187364.00 | 192300.00 | July 2012 to June 2018 | July 2012 to June 2019 |

6. Project Financing: Government of Bangladesh (GOB)

7. Project Objectives

a) Main Objective

The main objective of the project is to develop the Deteriorating navigability of inland waterways by dredging for smooth and safe plying of cargo and passenger vessels.

b) Specific objective

- To improve the navigability of 24 river routes by dredging;
- To open up of 2470 km of waterways for smooth and uninterrupted plying of watercrafts round the year; and
- To increase the water flow of the respective rivers.

8. Major components of the project:

- Acquisition of Assists
- Crops Compensation
- Consultancy
- Land Acquisition;
- Earthen dyke Construction
- Dredging work by biwta dredger
- Dredging work by private dredger
- Excavation work by excavator

9. TOR of the current Assignment:

- To review project related information (Background, Objectives, Status of project Approval/Revision, mode of financing & other relevant issues etc.) ;
- To collect, review, analyze overall and component wise implementation progress (physical and financial) of the project and to present in graphical / tabular form;
- To find out whether the work plan has been formulated following the Work Breakdown Structure (WBS) ;
- To assess the attainment level of the project objectives;
- To examine & review the tender documents (invitation of tender, evaluation of tender, approval procedures, contract awards etc) to verify whether the existing procurement rules (PPA-2006/PPR-2008) followed/are being followed in procuring goods/works/service under the project ;
- To examine and review whether the specification/BOQ/TOR, quality & quantity mentioned in the tender documents are being 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) ;
- 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 increase of project cost or implementation period and identify /analyze the reason/responsible for the delay, if any;
- To review the qualification and performance of the Project Director regarding project management, procurement, leadership and decisions taking;
- To make suggestion regarding the sustainability of the facilities created under the project and give opinion on probable exit plan of the project;
- To investigate the strengths and weaknesses of the project and identify potential threats and challenges (SWOT) towards effective implementation of ongoing activities of the project;
- To analyze the Logical framework of the project;
- To analyze different findings obtained from the In-depth monitoring study and formulate specific recommendations; and
- To accomplish other relevant/related tasks assigned by the Authority if or when necessary during the contract period.

10. **Scope of Services:**

The consultant shall prepare the study design and plan field works considering the following components of the project. Sampling of the in-depth study should be made on the basis of coverage of work mentioned below:

| Sl. No | Coverage of work |
|--------|---|
| i. | Project activities are being implemented / achieved as targeted in the Project and its present functional status in the areas that would be sampled for study. |
| ii. | Assessing whether the objectives of the project is being attained as mentioned below: (a) Quick, easy and less expensive transportation of all kinds of necessary goods and passengers as well is supposed to be established through the waterways. (b) Whether the volume of traffic of cargo through inland waterways has been increased. c) Assess the marketing and distribution facilities of input and output of Agriculture and Industries will be increased which in turn will have a positive impact on the economy of the country. (d) Increasing Irrigation and fishing facilities and improving ecological balance of the localities. |
| iii. | Interviewing the beneficiaries and other stakeholders. |
| iv. | Conducting in-depth discussions/FGD and consultative meetings with key officials, public representatives, local administration, NGOs personnel, farmers and other service providers etc. |
| v | Data collection and analysis regarding procurement related activities. |
| vi. | Collection of data related to river dredging, Agricultural, Fishing and Industries. |

11. **Professionals required for the evaluation works:**

| No. | Type of professionals | Educational qualification | Experience required |
|-----|-----------------------|---|---|
| | Consultant Firm | - | At least 3 years experiences in relevant field. |
| i. | Team Leader - | At least B.Sc in Civil Engineering. Ph.D degree in relevant field will be given preference. | <ul style="list-style-type: none"> • He/She must have at least 10 years' experience in dredging works. • Working experience in at least 01 Monitoring & Evaluation study. More experience will be given preference. • Substantial knowledge in PPA-06 and PPR-08. • Practical knowledge in computer operation and skill in report presentation. |

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|------|---------------------------|---|--|
| ii. | Socio-economic Specialist | At least Master degree in Economics/Agricultural Economics/Sociology. | <ul style="list-style-type: none"> At least 5 years' experience in conducting socio-economic researches/in-depth monitoring/evaluation works. |
| iii. | Hydrographer | At least B.Sc degree /post graduate diploma in Hydrography. | <ul style="list-style-type: none"> At least 03 years' experience in Hydrography Survey. |
| iv. | Statistician | At least Master degree in Statistics/ Applied Statistics | At least 5 years' experience in data collection, data management and data analysis related to monitoring and evaluation studies. |

12. Responsibilities of the Consulting Firm:

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| i. | Consultant Firm have to submit with detail study design outlining the target groups, respondents, method of data collection, statistical tools to be applied in data analysis within 15 days of the sign of contract. |
| ii. | Consultant Firm have to submit an action plan and Gantt chart along with RFP. |
| iii. | Consultant Firm will have to trained up field staff to be recruited for data collection. |
| iv. | Consultant Firm will have to meet the project authorities and shall make field visits, if and when necessary. |
| v. | Consultant Firm will review the strengths and weaknesses of project activities. |
| vi. | Consultant Firm will do data collection, data processing and data analysis works etc by itself. |
| vii. | Consultant Firm will have to prepare report based on the data collected from the project area and get approval from the authority concerned. |
| viii. | 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.. |
| ix. | 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.. |
| x. | Consultant Firm will have to Submit Final sixty (60) printed 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, Education and Social Sector, IMED. Printing cost will be borne by the Consulting Firm within 100 days of the sign of contract.. |
| xi. | Any other related works assigned by the approval authority. |