

**Terms of Reference (TOR)**

**For**

**In-depth Monitoring  
of**

**“Expansion of Aquaculture Technology Services up to Union Level  
(Phase II)”**



**Monitoring & Evaluation Sector-6  
(Education and Social Sector)  
Implementation Monitoring and Evaluation Division  
Ministry of Planning**

**Terms of Reference (TOR)**  
**for**  
**In-depth Study**

1.	<b>Name of the Project</b>	:	“Expansion of Aquaculture Technology Services up to Union Level (Phase II)”
2.	<b>Sponsoring Ministry/ Division</b>	:	Ministry of Fisheries and Livestock (MoFL)
3.	<b>Executing Agency</b>	:	Department of Fisheries (DoF)
4.	<b>Location of the Project</b>	:	61 District (Except 3 Chittagong Hill districts) 350 upazilas

5.	<b>Estimated Cost</b>	:	(In Lakh taka)
	a) Total	:	Tk. 24228.00
	b) GOB	:	Tk. 24228.00
	c) Project Aid	:	--

6.	<b>Implementation Period</b>	Date of Commencement	Date of Completion
	a) Original	March 2015	June, 2020

7. **Background of the Project:** Bangladesh is endowed with vast water resources. Inland fisheries is about 4.57 million ha while the coastline is about 710 km long. The fisheries sector contributes 4.3% to GDP (about 22.76% of the gross value of agricultural GDP) and provide full time employment for about 20 million people (equivalent to 11% of total employment). About 17.60 million people are engaged in fishing and fish farming on full-time basis while the rest work in transportation, packaging, processing. Approximately an additional 11 million people are involved in seasonal or part-time fishing or other ancillary activities, with an estimated 73% of rural households undertaking some sort of fishing each year.

Fish is traditionally the principal source of animal protein in the diet in Bangladesh and currently providing about 60% of available animal protein. With the limited increase in production and the increase in population, the gap between the supply and the demand for fish has widened. Daily per capita consumption of fish has declined from 33 grams in 1963-64 to 20.5 grams in 1989-90. The decline in consumption is more evident in rural than in urban areas, resulting in a declining share of protein in the rural diet. Consequently the demand for fish far outstrips the supply. Out of 4.70 million ha water area devoted to inland fishery activities, 84% is concerned with open water capture fisheries and the remaining 16% belongs to closed water culture fisheries. Inland fisheries have traditionally provided three quarts of the national fish catch.

To increase production from inland capture fisheries is extremely limited due to accelerated natural and man made environmental changes. On the other hand, fish production from various types of culture fisheries has progressively and rapidly increased with its contribution to natural production reaching 52.92%. If the large number of ponds which are presently unutilized or under utilized can be brought under aquaculture even at the very low rate of production the current level pond aquaculture production could be doubled. In addition to these ponds, there is large



number of seasonal ponds and ditches which could be exploited by the landless and other vulnerable groups. Nevertheless, the production activities trigger employment opportunity to unemployed work force in many ways like pond repair and re-excavation, fry and fish transport fish marketing etc. Given the expected rate of population growth, even maintaining fish consumption at current low levels would require substantial increases in production. It is expected that after successful implementation of the proposed project, pond fish production of the command area would increase at least 30% from the present production. Thus it is expected that production from increase aquaculture production would be largely consumed locally to satisfy protein requirement.

**8. Objectives of the Project:**

- i) To enhance aquaculture production by introducing improved aquaculture technologies in selected unions ensuring participation of the local fish farmers.
- ii) To create employment opportunities for rural people through expansion of aquaculture enterprises.
- iii) To develop institutional capacity, knowledge and skills of the relevant stakeholders through adequate training and improved facilities.
- iv) To ensure effective participation of local institutions (Union Parishad) for rational use of aquatic resources for fisheries development.
- v) To establish Union-based Aquaculture Extension (UAE) system with the joint efforts of the DoF, Union Parishad, LEAF and the local fish farmers for sustaining field level extension services.

**9. Main Components of the Project:**

- Carp Fingerling nursery- 3000 nos.
- Semi-intensive Carp polysulture- 3000 nos.
- Mono-sex tilapia culture- 3000 nos.
- Pangas culture- 1500 nos.
- Golda/Bagda carp poly culture- 1000 nos.
- Paddy cum fish culture- 1000 nos.
- Koi/magur/singh culture- 500 nos.
- Carp poly culture for CBG- 850 nos.
- Cage culture-1000 for CBG- 50 nos.
- Village level fish firm- 3000 nos.
- Experience exchange tour- 1800 person
- Field day- 1400 nos.
- Purchase of vehicle.

**10. Objectives of the In-depth Monitoring:**

- 1) Analysis the project background, objectives, approval, revision, estimated cost, implementation period, source of finance, yearwise ADP allocation, fund release & expenditure;
- 2) Collection, collation, arrangement and presentation with tabulation of the detailed component-wise implementation progress data (both financial and physical) of the project and their review;
- 3) Identification of the problems in implementation of the project activities already completed or any ongoing problem in implementation and suggest means to take measure to correct/ corrective action of the bottlenecks;
- 4) Review the tender documents whether the procurements of materials, equipment, works and services done;

- 5) Monitoring the quality and quantity of the procured goods as per the specification of DPP/RDPP, identify the actual delivery of goods, works & services to the proper authority.
- 6) Observation, analyze and review of any specified problems (if any) in implementing the project such as delaying in release/disbursement of fund, delaying in procuring goods, works and services, any management inefficiency, any off-tracking in achieving the project objectives etc;
- 7) Crosscheck the training, foreign training/study tour & regular monitoring system by interviewing the beneficiary;
- 8) To investigate the strength, weakness, opportunities & threats of the Project, assess the service delivery /approach of the field officer to the project;
- 9) To suggest regarding the sustainability Union-based Aquaculture Extension (UAE) system after ending the project;
- 10) To assess and review Field level Programme support for sustainable Social norm changes and practices;
- 11) To analyze & review the qualification, experience, tenure, training and ability of the Project Director on project management and procurement as well as to conduct meeting and implementing meeting decisions.
- 12) To assess the institutional capacity building of fish cultivation of MoFL and other relevant agencies (Department of Fisheries, Bangladesh Fisheries Research Institute, Bangladesh Fisheries Development Corporation and District & Upazila Level Fisheries Offices);
- 13) Recommend on the basis of the in-depth findings for smooth implementation of the projects;
- 14) To make specific recommendations based on the findings of the study; and
- 15) To accomplish other relevant/related tasks assigned by the Authority within the contract period.

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

No.	Type of professionals	Educational qualification	Experience required
1.	Consulting Firm	-	At least 3 (Three) years working Experience in relevant field.
2.	<b>Professionals of Consulting Firm:</b>		
a)	Team Leader	Master degree in Fisheries/ Social Science from any recognized University.	<ul style="list-style-type: none"> <li>At least 10 (Ten) years working experience in relevant field.</li> <li>Experience in at least 1 (one) monitoring and evaluation studies. More experiences will be given preference.</li> </ul>
b)	Socio-Economist	At least Master Degree in any discipline of Social Science Faculty from any recognized University.	<ul style="list-style-type: none"> <li>At least 5 (Five) years working experience in relevant field.</li> <li>At least 3 (Three) years working experience in monitoring and evaluation.</li> </ul>
c)	Statistician	At least Master Degree in Statistics from any recognized University.	At least 5 (five) years working experience in conducting research/survey, data management activities & analysis.

d)	Specialist	M.Sc. Degree in Fisheries	At least 5 (five) years experience in related field or monitoring and evaluation of development project.
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**12. List of reports, Schedule of Deliveries, Period of Performance:**

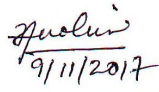
No.	List of reports & no.	Schedule of Deliveries
1.	Inception report (Technical 20+Steering 20) Copies	Within 15 Days from the date of contract Signing
2.	1 <sup>st</sup> Draft report (Technical 20+Steering 20) Copies	Within 60 Days from the date of contract Signing
3.	2 <sup>nd</sup> Draft report (Technical 20+Steering 20) Copies & (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-6 (Education and Social), IMED. Font of Reports should be Unicode Based Font. Printing cost will be borne by the consultant.

**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 DPP/RDPP;
- Manual of Fish production, fish diseases, aquaculture and other documents;
- CPTU Guideline/ Indicators.

  
 9/11/2017  
**Nasima Mohsin**  
 Director General  
 (Joint Secretary)  
 Implementation Monitoring & Evaluation Division  
 Ministry of Planning  
 Government of the People's Republic of Bangladesh