

Government of the People's Republic of Bangladesh
Office of the Project Director
"Construction of New Food Godowns with ancillary facilities
in different strategic locations across the country" Project
Directorate General of Food
16 Abdul Goni Road, Dhaka-1000.
www.dgfood.gov.bd

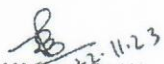
**REQUEST FOR EXPRESSION OF INTEREST (REOI) FOR
SELECTION OF CONSULTING FIRM TO CONDUCT**

Memo no-13.01.0000.366.49.009.23-22

Date: 22-11-2023

Invitation of Request for Expression of Interest (EOI) for selection of Consulting Firm for providing consulting services for preparing Detail Architectural & Structural design, drawing, BOQ with Tender Document etc. for "Construction of New Food Godowns with ancillary facilities in different strategic locations across the country" Project under Directorate General of Food (MoFood).

1.	Ministry/Division	Ministry of Food			
2.	Implementing Agency	Directorate General of Food			
3.	Procuring Entry Name	Project Director, "Construction of New Food Godowns with ancillary facilities in different strategic locations across the country" Project			
4.	Project Code	224382400			
5.	Expression of Interest For Selection of	Consulting Firm (National)			
6.	Budget and Source of Funds	Government Development Budget (GoB)			
7.	Procurement Method/ Procurement Sub-Method	Quality Cost Based Selection (QCBS)			
8.	Project Name	"Construction of New Food Godowns with ancillary facilities in different strategic locations across the country" Project			
9.	Request for Expression of Interest (REOI) for Selection of Services From	Reputed/Established Consulting Firms for Providing Consultancy Services to Detail Architectural, Structural, Electro-Mechanical, Plumbing & Sewerage Drawing, Bill of Quantities (BoQs), Preparation of Tender Documents etc. for the Project of "Construction of New Food Godowns with ancillary facilities in different strategic locations across the country" under Directorate General of Food			
10.	Location of the project	The project under 196 new food godowns will be constructed at 144 locations in 131 upazilas of 53 districts in 8 divisions of the country.			
11.	REOI Closing Date and Time	22/12/2023 on 3:00 PM (BST)			
12.	Brief Description of Service	<p>Ministry of Food (MoFood) under the Government of Bangladesh is responsible for managing food grain operations in Bangladesh and maintaining emergency food grain stocks. The food grains are stored in flat Godowns called LSD/CSD and concrete silos. Directorate General of Food has been implementing Construction of New 196 nos (80 of 1000 MT and 116 of 500 MT) Food Godowns in different Strategic locations across the country and for this work needs consulting services for the godowns & its ancillary utility by its (Godowns & related works) Architectural, Structural, Electro-Mechanical, Plumbing & Sewerage Drawing, BoQs etc. from Government Development Budget. The Duration of the Assignment will be project period. The major scope of services are as follows:-</p> <ul style="list-style-type: none"> • Prepare each Master Plan with Detailed Lay-out and Architectural Plan for New 196 nos Food Godowns in different Strategic locations across the country in Food Grains attached with existing LSD/CSD Campus; • Design of the Project as a whole; • Structural and Architectural Design & drawing of Food Godowns to be constructed in different strategic locations across the country; • Soil & sub-soil investigation, site condition and Topographic survey of each site; • Prepare details engineering design drawing for each site; • Prepare detail report of site condition along with design & drawing; • Design & Drawing of ancillary civil works in/c Electro-Mechanical; • Preparation of cost estimates based on PWD rate schedule, Bill of Quantities (BoQ), complete set of tender document including specification and drawing; • The detailed Terms of Reference (TOR) for the assignment can be found in the following address and website: www.http://dgfood.gov.bd or Hard copy of the ToR Documents can be collected with a written permission from PD as a qualified Consulting Firm as specified in Eligibility of Consulting Firm. 			
13.	Eligibility of Consulting Firm- Experience, Resources and Delivery Capacity Required	<p>The Directorate General of Food now invites eligible Consulting Firms ('Consultants') to indicate their interest in providing the services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. Minimum eligibility criteria of the consulting firm (The EOIs would be short listed on the basis of the following heads/criteria):</p> <ol style="list-style-type: none"> 1. Experience related to Architectural, Structural, Electro-Mechanical, Plumbing & Sewerage Drawing, BOQs, Estimates and Preparing all Tender documents as per PPR etc. of a project like Godowns attached with food industry/Cement industry/poultry feed's & DG food's LSD/CSD attached Godowns. 2. Experience in other similar works/assignments of typical Godown complex; (include nature, name of project, total cost, total input in terms of staff-month, employer, location & services provided). 3. General and overall experiences of the firm. 4. Availability of key professional staffs, logistics. 5. Legal Documents like Registration of the consulting firm [Legal trade License, Registrar of Joint Stock Companies and Firms (RJSC)], Firm's brochure. 6. Updated TAX, VAT and BIN (with up-to date monthly VAT return Printed copy) certificate. 7. Voter ID of authorized Person 8. Bank solvency showing managerial and financial capacity in/c. turn-over. 9. Audited financial reports for last three years. 10. Age of the firm (At least 10 years). <p>Interested firm are requested to provide all supporting documents as per serial/chronology listed above with proper index sheet showing all heads and properly marked of those items in the document. Document without proper index, flag and page numbering will result in disqualification.</p>			
14.	Eoi Detail Information	Phasing Of Services	Location	Possible Start date	Completion Date
		N/A	Dhaka	01.03.2024	31.12.2026
15.	Name, Designation, Address and Contact Details of Official Inviting EOI	A K M Mamunur Rashid, Project Director, "Construction of New Food Godowns with ancillary facilities in different strategic locations across the country" Project, Directorate General of Food, Room No-329 (3 rd Floor), 16 Abdul Goni Road, Dhaka-1000.			
Association/joint venture is allowed to conduct the services. The consulting firms will be selected as per PPA-2006 & PPR-2008. Further information can be obtained at the address above during office hours. Short listed firms will be qualify for participate in RFP of the said consulting services.					
The Procuring Entity reserves the right to accept or reject all EOIs.					


A K M Mamunur Rashid
Project Director

TERMS OF REFERENCE (TOR)
FOR
CONSULTANCY SERVICES FOR “CONSTRUCTION OF NEW FOOD GODOWNS IN
DIFERRENT STATIGIC LOCATION ACROSS THE COUNTRY” PROJECT

1. Background:

Ministry of Food (MoFood) under the Government of Bangladesh is responsible for managing food grain operations in Bangladesh and maintaining emergency food grain stocks. The food grains are stored in flat Godowns called LSD/CSD and concrete silos.

At the beginning of 2009, food storage capacity was 14.00 lakh MT. Most of the Godowns were built during 1940s through late 1990s. Against the backdrop of emerging issues like global warming, the increasing frequency of natural disasters, volatile food prices and shortages of food during times of urgent need, food insecurity and malnutrition, GOB has undertaken initiatives to construct food storage Godowns through a number of projects. As a result, the present storage capacity now stands at 2.1 million MT.

Although the population of the country has substantially increased during the last decade, the effective storage capacity of Ministry of Food has not increased as required. This has created a great impediment in tackling the volatile food grain market situation. The Govt. is very keen to address such situation effectively which requires an affordable security stock. With this view the govt. has planned to increase the storage capacity about 37.00 Lac M/Ton i.e. according the Eight Five years plan (EFYP)

In view of the global food market context, the Government of Bangladesh needs to maintain a higher food stock in the future in order to achieve food security during crisis. In this context, Public food stock needs to be increased to support an expanding safety net programme. Sudden sharp increase in food prices along with normal seasonal vicissitudes will also require larger public intervention to have an effect on the expanding market. Further, increased frequency of natural disasters with greater damage to the economy requires higher emergency food operation. The size of the stock will depend on the size of the Public Food Distribution System (PFDS) and other factors including anticipated food grain situation in domestic and international markets and trade polices of exporting countries. Proper management mechanism that ensures quality and effective distribution are key to taking full advantage of these stocks and reducing the vulnerability of Bangladesh to external shocks.

Public stocks serve the triple purpose of ensuring adequate distribution under food-based safety nets, stabilizing prices/reducing prices for consumer and ensuring emergency relief. The price volatility experienced over the recent past has indicated that the government needs to maintain a good buffer stock to maintain uninterrupted supply of grains through the targeted channels of the PFDS to mitigate the sufferings of the poor, and through monetized channels (Open Market Sales, OMS, Food friendly Programme & VGD) to stabilize price to whatever extent possible. Adequate physical storage capacity is also required for offering price incentives to the farmers through domestic food grain procurement.

In view of the country's vulnerability of crop failure due to natural calamities, a comfortable reserve of public food stock is required to meet emergencies and to stabilize prices. Building of food grain stock is contingent upon the government's capacity to procure grains either from domestic production or from external sources (aid or commercial purchase). The aggregate physical storage capacity is also an important determinant of maintaining annual stock of grains in the country.

In view of the above situation, the Government has planned to increase the present storage capacity from 21.00 lakh MT to over 27.00 lakh MT by the year 2021. In compliance with this decision; a feasibility study project can be taken to identify strategic locations at which new conventional Food Godowns to be constructed.

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The Bangladesh Government has started buying paddy directly from the farmers quantity being about 700 thousand MTs. since 1st May 2016 to 31st September 2016. In order to provide price incentives to the small and marginal farmers the Government planned to construct paddy silos and new conventional food godowns across the country. The Government has to send this huge quantity of paddy to the registered private millers in order to get resultant rice from them. For obtaining the milling services, the government has been paying off at the rate of Tk.1150 and Tk. 1250 per MT to the husking and automatic mill owners respectively. The government has been spending Tk. 50-60 crores annually as milling charge of its paddy. In the mean time, Many food godowns already been turned to dilapidated which needs to be renovated. In every financial year dilapidated food godowns along with ancillary facilities are repaired and constructed under revenue budget. But no new food godowns were constructed under revenue budget till date. As a matter of fact, the effective capacity of existing godowns is diminishing. Considering the facts and features, the Government planned to construct new food godowns in different strategic locations across the country.

Recently, the agricultural sector of Bangladesh has accomplished a massive development and the rice production has been increased significantly. Bangladesh has earned sovereignty in rice production. After meeting own demand, the country has started to export rice to other countries. So, Bangladesh needs to enhance storage capacity for ensuring fair price to the farmers and to preserve food grains. Having considered all these, the government has decided to construct new conventional godowns at Different strategic locations across the country.

2. Terms of Reference (TOR) for the Consultants

Objectives:

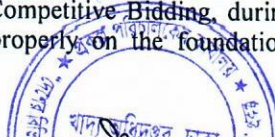
- 2.1.1 The overall objectives of the assignment are to structural and architectural design & drawing of new food godowns.
- 2.1.2 Relevant all Architectural & Structural Design & Drawing of Foundation on the basis of soil Investigation, Detail floor plans with section of proposed Godowns, Buildings with all utilities services as required by client. The project estimates/BOQ, Tender documents etc.
- 2.1.3 Site analysis, topographic survey, soil investigation for godowns & buildings.

Specific Objectives:

- 2.2.1 Design of the Project as a whole;
 - 2.2.2 Structural and Architectural Design & drawing of Food Godowns to be constructed in different strategic locations across the country;
 - 2.2.3 Soil & sub-soil investigation, site condition and topographic survey of each site;
 - 2.2.4 Prepare details engineering design drawing for each site;
 - 2.2.5 Prepare detail report of site condition along with design & drawing;
 - 2.2.6 Design & Drawing of ancillary civil works;
 - 2.2.7 Preparation of cost estimates based on PWD rate schedule,2022, Bill of Quantities (BoQ), complete set of tender document including specification and drawing;
 - 2.2.8 Environmental Impact Assessment of the project.
 - 2.2.9 Preparation of IEE, EIA, EMP & SMP etc.
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- 2.3.1 The civil engineering part of the Godowns system will comprise the following and the consultant will be responsible for the detail engineering design and documentations.
 - i. Pile casting and making of the pile cap
 - ii. Construction of foundation on the pile cap.
 - iii. Construction of ancillary buildings/structures.

Close coordination and consultation will be maintained with the contractor, selected for the silo construction through International Competitive Bidding, during the construction of foundation so that supplied silo equipment fits properly on the foundation and the electro-mechanical parts installed correctly.

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3 Scope of Services

- 3.1** The Consultant will assist the DG Food in the various field of the project which include
- (i) Land development, Architectural & Structural design, drawing specification, preparation of Bill of Quantities (BoQ), preparation of tender documents with ancillary utility facilities.
 - (ii) Conduct site analysis, topographic survey, soil investigation for godowns and buildings, prepared detail reports, architectural and engineering designs for the foundation and structures, prepare cost estimates based on PWD rate schedule, 2022, bill of quantities, prepare complete set of tender documents including specifications and drawings assists the authority in calling for tenders, there evaluation and selection of the contractors, prepare contract agreements and construction documents etc of food godowns with ancillary facilities.
 - (iii) Environmental Assessment, IEE, EIA, EMP & SMP etc(If required by client).
 - (iv) Digital Survey
 - (v) Without Site Supervision(Engineering)

3.2 The scope of the services provided by the Consultant shall include all the services required from the Engineer as to be outlined and defined in the Contract Agreement (CA) between the Works consultant and the Employer (the Client), except those duties retained by the client and specifically identified as such in the Contract Agreement (CA). The client shall, prior to commencement of work by the Consultant designate in writing that the Consultant shall have the authority of the Engineer with respect to Contract Agreement (CA) and that he will have the required authority to discharge those duties as defined in Contract Agreement (CA) and as generally described hereinafter. In the text to follow, the Consultant shall be referred to as "The Engineer."

3.3 As 'the Engineer the consultant shall administer all the works contracts (Civil, Mechanical, Electrical etc.), make engineering decisions, be responsible for quality assurance, provide general guidance and furnish timely response to the contractors in all matters relating to the works and ensure that all clauses of the Contract Agreement (CA) are respected, in accordance with the stipulations of Public procurement Guidelines. The consultants shall also administer other works (if any) conceived, developed and designed during design stage of the project for effective & efficient operation.

3.4 The Consultant shall comply with the requirements for the Consultant/ Engineer of Contract Agreement (CA) and in particular, the requirement to obtain the specific approval of the Client in writing before taking any actions requiring such prior approval.

- 3.5** The services to be provided by the Consultant shall also cover the following:
- a) Final design relating to construction of godowns and other ancillary civil works given by the contractors to be checked and approved by the consultant;
 - b) Project Management, Administration & Planning and evaluation services of the contract and other technical support;

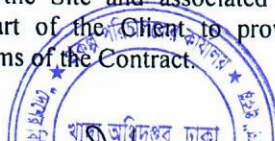
3.7 Overall Project Management, Administration & Planning

The management administration and project planning of the Works shall be under the direction of the Project Director and shall be carried out by qualified engineering specialists and office support staff. The tasks shall consist of but not limited to the following:



- a) The control and approval of the Quality Assurance System and Procedure prepared by the Contractor, based on the Contractor's schedule, as well as establishment of a detailed and computerized Construction Scheduling and Cost Control System.
- b) The establishment and monitoring the implementation of guidance for undertaken by the Contractor in accordance with the requirements as set out in Contract Agreement (CA).
- c) Convening of weekly working meetings with the Contractor which shall include the senior personnel of both the Contractor and the Engineer. These meetings will be held to discuss the day-to-day construction activities to review the progress of the Work, and to resolve any problem, including changes to the work plan, supply of materials, quality control and compliance with the specifications. The Client may attend the weekly meetings and the Engineer shall take minutes of the meetings and provide copies to the Contractor and the Client.
- d) Convening of monthly progress review meetings with the Contractor and the Client.
- e) The attendance and participation of the Engineer in any periodic meetings called by the Client involving the Financing Agencies and others, including the Contractor.
- f) Provision of timely notification and documentation of any changes or conditions that may have an impact on the project schedule and/or budget, and including recommendations on the relevant measures that could be taken to mitigate any negative impact.
- g) Reviewing and processing for submission to the Client for his approval all contract documentation with respect to interim and final payment certificates.
- h) Preparation of the Certificate of Completion for the Work or any significant part or parts thereof as provided for under Contract Agreement (CA).
- i) Management and co-ordination of take over initiatives, review and turnover of operation and maintenance manuals submitted by the Contractor and/or individual suppliers.
- j) Review and turnover of the Contractor's "as built drawings".
- k) Preparation of detailed monthly reports, including charts, describing the construction activity, progress of the work including the supply of materials being manufactured or produced, current costs and cost projection for completion, problems solved and current problems that remain unresolved, and any matters of an urgent nature requiring a decision by the Client and/or Financing Agencies.
- l) Initial preparation of a detailed project schedule in bar chart form and critical path showing all of the major activities and the critical links with the activities for the implementation of the whole Project.
- m) Periodic and regular updating of the project schedule to monitor the actual vs. planned progress of the work and the inclusion of these updated schedules in the monthly reports.
- n) Providing timely notification to the Client of any necessary actions with regards to the Client's duties and obligation in relation to permit, customs arrangements, approvals, relations with other agencies, co-ordination of commonly used facilities, provision of the Site and associated facilities and any contractual commitment on the part of the Client to provide transport services to the Contractor under the terms of the Contract.

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- o) Advise the Client the adequacy of the Contractor's insurance policies, performance bonds, indemnities and ownership or rights to construction plant and equipment required for the Contract.
- p) Advising the Client on possible ways to accelerate the scheduled completion of the work and/or reduce costs where appropriate and in a manner consistent with the overall contractual arrangement between the parties to provide the same type of advice to the Contractor.
- q) Monitoring the Contractor's activities to ensure that there is full compliance with the overall contract requirements for protection of the environment including waste management and to maintain a proper record of such activity for inclusion in the monthly reports.

4. Technical Support

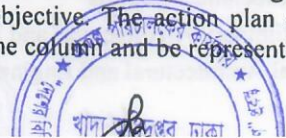
The Consultant shall provide sufficient qualified staff to carry out the necessary technical support for the proper execution of Contract Agreement (CA). The Project manager shall work under the direction of the Project Director and the tasks to not shall include but not limited to the following:

- a) Review of Contractor's Structural & Architectural designs and drawings for construction of godowns;
- b) Review of Contractor's proposed design modifications (including related specifications) for the execution of the Work;
- c) Provide the necessary technical input with respect to the Engineer's review of the Contractor's proposed construction methodology, including erection procedures and sequences;
- d) Monitor the site conditions and providing the necessary technical input with respect to any changed conditions;
- e) Make recommendations to the Client with respect to design changes or modifications which could accelerate the completion of the work and/or result in cost savings;
- f) Provide the necessary technical input with respect to the Engineer's review of the O & M manuals submitted by the Contractor and Others;
- g) Provide the necessary technical input with respect to testing of materials and execution of the work; and
- h) Preparation of maintenance manuals.

5. Implementation Arrangements

- a) The consultants will work closely with the DG Food's Project Implementation Unit and coordinate their work with other relevant units of DG Food, Ministry of Food, local administration and relevant Ministries and agencies. The consultant will establish their office in Dhaka from DG Food offices to whom they will be reporting on a day to day basis.
- b) Consultants have to formulate specific objective of the assignments, action plan, and targeted results in terms of SMARTS (Specific, Measurable, Achievable, Realistic, Time-bound and Sustainable). The targeted result must coincide with the corresponding set objective. The action plan shall be in three columns that shall include a time frame column and be represented in CPM chart.

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- c) Director General of Food would be representative of the client and designated as Head of the Project Implementation Unit (PIU) to coordinate all interfaces with the Consultants. Head of PIU with support from the Director IDTS would also assist the Consultants in resolving various administrative issues which may arise during the enter period of project implementation. The Consultants' Project Manager will be the principal contact and will be expected to be readily available during project implementation.
- d) The Consultants shall be responsible for all aspects of performance of services as set forth in the preceding sections of this TOR. DG Food would be responsible for providing the existing data and information including all reports prepared so far for the project.

7. **Counterpart Staff, Services, Facilities and Property to be provided by the Client**

8. **Counterpart Personnel**

- a) A full time Project Director (PD) will be recruited, who will be responsible on behalf of the Directorate General of Food for implementation of the project. All the engineers (both mechanical and civil) of CMU unit of this Directorate and EXN,/SDE/Regional Maintenance Engineer, who are all graduate mechanical and/or civil engineers with long experience in food grain storage centre/silo operation and maintenance will act as the counterpart to the concerned engineers of the consultants.
- b) All the offices of Directorate General of Food in district level are headed by a District Controller of Food and are supported by Assistant Controller of Food. Both are of Bangladesh Civil Service Cadre experienced in Food Stock Management.

9. **Relevant Data**

The Management Information Systems & Monitoring (MIS&M) department of the Directorate General of Food as well the Food Planning and Monitoring Unit (FPMU) of MoFood has strong and very rich database relating to food management in the country. Those data are often used both by the Government and different agencies including development partners for their decision making. This can assist the consultants in preparing their reports.

10. **Reports**

Directorate General of Food will assist the consultants in having copies of previous reports related to food grain storage system in the country.

11. **Inputs and Facilities**

- a) Administrative assistance in obtaining visas, custom clearances and other administrative permissions required by the consultants in performance of their duties;
- b) All relevant reports, maps, data and studies as are available with the Client;
- c) Any other assistance not readily available that the consultants may reasonably request, including liaison with the Government and agencies concerned; and
- d) Counterpart staff in Directorate General of Food and other relevant agencies, who will liaison with consultants.

12. **Reporting**

The Consultant shall submit the following documents /Reports to DG Food

- Site Survey & Layout Plan of the site = 5 Sets
- Geo-technical Reports = 5 Sets
- Preliminary Architectural and Engineering Design/Drawing = 5 Sets
- Final Architectural and Engineering Design/Drawing = 5 Sets



- Flow Diagram of the plant and position of set-up of the equipment and machinery. = 5 Sets
- Final Electrical and electro-mechanical Design/Drawing = 5 Sets
- Detail Cost Estimate- Civil Works, Equipment & Machinery = 5 Sets
- Tender Documents with Technical Specifications & Quantities =10 Sets
- Monthly Progress Report: by 7' of each Month = 2 Sets
- Interim report as required by DG Food = 5 Sets
- EIA (Environmental Impact Assessment) Report = 5 Sets
- List of Laboratory equipment with specifications and Its estimated costs =5 Sets

13. The Consultant's Team and Inputs

Consulting Firm/institution's Profile

This is a multi-disciplinary team-oriented assignment requiring experts/ professionals with proven experience and qualifications to accomplish the assignment. The Consulting Firm must have multidisciplinary team(s) of professionals to carry out the required specialized services.

Consultancy Firm/institution's Requirements

- The prospective Consultancy Firm/institution must have at least Ten (10) years of Food Godown/equivalent design experience related to this TOR;
- The Consultancy Firm/institution shall have experience in environmental/social impact assessment;
- The consultancy firm/institution needs to demonstrate deep knowledge about Preparation of detailed Structural, Architectural, Electrical, Mechanical, design together with the onsite and off-site infrastructural works etc. in accordance with the national standards.

Position	Academic Qualification	Professional Experience	Desirable Specific Experience
Team Leader/ Project Coordinator	<ul style="list-style-type: none"> ▪ Civil Engineer minimum B.Sc. Degree with B.Sc./M.Sc. in Environmental engineering. ▪ Master's in Civil Engineering/ Environmental engineering will be given preferences 	20 Years	<ul style="list-style-type: none"> ▪ Must have experience as Team Leader/Project Coordinator in works of similar nature and report presentation preparation etc.; ▪ Must have work experience in a multidisciplinary team in conducting study, site planning, and estimation of development/civil works; ▪ Monitoring and supervision of construction works to ensure design and report finalization. ▪ Liaison with all stakeholders and client.
Principal Architect	<ul style="list-style-type: none"> ▪ B.Arch. degree in Architecture ▪ Master's in Architecture will be given preferences 	15 Years	<ul style="list-style-type: none"> ▪ Must have work experience as Architect in design and construction of buildings; ▪ Must have experience in design and implementation of public buildings/public space/campus design; ▪ Work experience as an Architect in at least 2 works of similar nature work; ▪ Assist the team leader to conduct the study and prepare conceptual layout, design drawing etc.
Architect(1)	<ul style="list-style-type: none"> ▪ B.Arch. degree in Architecture 	10 years	<ul style="list-style-type: none"> ▪ Must have work experience as Architect in design

Position	Academic Qualification	Professional Experience	Desirable Specific Experience
			<p>and construction of buildings;</p> <ul style="list-style-type: none"> Must have experience in design and implementation of public buildings/public space/campus design; Must have work experience as Maintenance Engineer in at least 2 works of similar nature work.
AutoCad/3D Visualizer & Computer Operator	<ul style="list-style-type: none"> Diploma/B.Sc. degree in Architecture Diploma in any field with high proficiency in 3D max, 2D, 3D in AutoCAD, Adobe Photoshop/Illustrator, Sketch up. 	5 years	<ul style="list-style-type: none"> Should have at least 5 years of professional experience and should have knowledge of analysis of data about different primary and secondary surveys and investigations. Should have sound knowledge on CAD drawing, 3D perspective, plan, section, perspective view, working drawing etc. of building and other infrastructure. Computer proficiency in 3D modeling by the application of appropriate software, Adobe Photoshop/Illustrator, Sketch up. etc.; Strong interpersonal skill and ability to work effectively in a team-based environment and under time constraints.
Mechanical Expert	<ul style="list-style-type: none"> B.Sc. in Mechanical Engineering M.Sc. in Mechanical will be given preferences 	10 years	<ul style="list-style-type: none"> Must have 10 Years of professional experience and 5 years' relevant experience in construction building Project; Must have work experience as Maintenance Engineer in at least 2 works of similar nature work about system analysis and technology assessment.
HVAC and Control System Expert	<ul style="list-style-type: none"> B.Sc. in Mechanical Engineering 	10 years	<ul style="list-style-type: none"> Must have 10 Years of professional experience and 7 years' relevant experience in construction building design and selection of environment monitoring and control systems of Project; Must have work experience as Maintenance Engineer in at least 2 works of similar nature work.
Automation System Expert	<ul style="list-style-type: none"> B.Sc. in Mechanical Engineering 	10 years	<ul style="list-style-type: none"> Must have 10 Years of professional experience and 5 years' relevant experience in construction building Project. Must have work experience as design and section of automation Maintenance system at least 2 works of similar



 প্রকল্প পরিচালকের কার্যালয়
 বাংলাদেশ বিশ্ববিদ্যালয়
 খান্দা মুহিদুল্লাহ, ঢাকা

Position	Academic Qualification	Professional Experience	Desirable Specific Experience
Electrical Services and Substation Expert	<ul style="list-style-type: none"> ▪ B.Sc. in Electrical Engineering ▪ M.Sc. in Electrical Engineering will be given preferences 	10 Years	<p>nature work.</p> <ul style="list-style-type: none"> ▪ Have work experience as Electrical/Maintenance Engineer for planning and estimation of new/repair works of large buildings/public buildings; ▪ Must have work experience as Maintenance Engineer in at least 2 works of similar nature and complexity, Site management and supervision of building repair works; ▪ Have adequate understanding of current BNBC, building construction rules, etc. to perform the duties efficiently and effectively; ▪ Assist the team leader to conduct the study and develop the electrical masterplan, with consideration of all possible electrical loads, method of internal power distribution, sub-station capacity.
Structural Expert	<ul style="list-style-type: none"> ▪ B.Sc. in Civil Engineering 	10 Years	<ul style="list-style-type: none"> ▪ A Civil Engineer minimum B.Sc. Degree will be engaged at least 10 (ten) years of professional experience in the field of develop the concept Structural design system with consideration of all anticipated loads, planning, monitoring, costing, and preparing Master plan of govt. Institution. ▪ Must possess an experience of at least one assignment in the last five years, preferably in the relevant field; ▪ Must also have experience in evaluation. Opinion surveys, interviews, case studies or any other related field.
Geotechnical Expert	<ul style="list-style-type: none"> ▪ B.Sc. in Civil/ Diploma in Engineering ▪ M.Sc. in Civil Engineering will be given preferences 	10 years	<ul style="list-style-type: none"> ▪ A Civil Engineer minimum B.Sc. Degree will be engaged at least 10 (ten) years of professional experience in the field of supervise and prepare the GI report and recommend suitable foundation system.
Cost Estimation Engineer	<ul style="list-style-type: none"> ▪ B.Sc. in Civil Engineering 	10 Years	<ul style="list-style-type: none"> ▪ Must have work experience as a Quantity Surveyor/Estimator in preparing cost estimation, budget; bill of quantities and other tender documents for buildings/public buildings & other infrastructures; ▪ Must have work experience as Quantity Surveyor in at least 2 works of similar



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Position	Academic Qualification	Professional Experience	Desirable Specific Experience
			<ul style="list-style-type: none"> nature and complexity; Assist the team leader to conduct the study and prepare cost estimate for the respective discipline etc.
Procurement Expert	<ul style="list-style-type: none"> B.Sc. in Civil Engineering M.Sc. in Civil/Structural Engineering will be given preferences 	15 Years	<ul style="list-style-type: none"> Should have 15 years of overall experience out of which 01 (one) year working experiences in different organization relating to similar assignment; Have work experience as Civil/Structural Engineer for design, construction of buildings; Have adequate understanding of current BNBC, building construction PPR 2006-2008 rules, etc. to perform the duties efficiently and effectively. Must have knowledge Preparation of tender document etc. upto contract agreement
Communication/Liaison Officer	<ul style="list-style-type: none"> Minimum Gratuation with computer skill 	10Yrs	<ul style="list-style-type: none"> Must have knowledge about oordination/communication

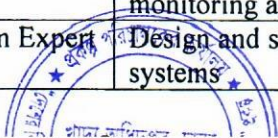
The Consultant's Team and Qualifications

The proposed services under these Terms of Reference shall be carried out by using a BUET(BRTC)/appointment of consulting firm (Consultant) having experience in preparing design documentation of a full Govt./semi-Govt./privet project and management, stakeholder engagement. The Consultant should have experience in the fields for the establishment of a new project and to prepare its Architectural, structural, estimate/BOQ, tender document for CSD/LSD type Warehouse/equivalent for Food godowns with its ancillary facilities.

Qualifications and Responsibilities of Key Personnel

Department	Proposed Position	Assigned Task	Man Month
TBD	Team Leader/Project Coordinator	Coordination and Team Lead; Liaison with all stakeholders and client; Preparation of final Report	36.0
Architecture	Principal Architect	Preparation of Concept Layout	3.00
	Architect 1	Preparation of Architectural Drawing	2.5
	3D Visualizer	3D Perspective	05
Mechanical Engineering	Mechanical Expert	System analysis and technology assessment	2.0
	HVAC and Control System Expert	Design and selection of environment monitoring and control systems	1.0
	Automation System Expert (ME)	Design and selection of automation systems	1.0

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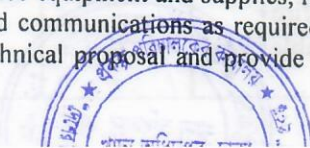
Department	Proposed Position	Assigned Task	Man Month
Electrical Engineering	Electrical Services and Substation Expert	Develop the electrical masterplan, with consideration of all possible electrical loads, method of internal power distribution, sub-station capacity	4.0
Civil Engineering	Structural Expert	Develop the Concept Structural System with consideration of all anticipated loads	12.0
	Geotechnical Expert	Supervise and Prepare the GI report and recommend suitable foundation system	
Preliminary Cost Estimate	Cost Estimation Engineer <ul style="list-style-type: none"> • Civil • ME • EEE 	Preparation of the cost estimate for the respective discipline	4
			4
			4
Procurement Expert		Preparation of the Tender doc. Etc. to contract agreement	6
Computer & AutoCad Operator(also work at PD Office)	Computer & AutoCad Operator(also work at PD Office)	Preparation of the Architectural, Structural, site Plan detail drafting with office computer works	36
Communication/Liaison Officer	Communication/Liaison for PD office, site & Consultant	Coordinator	36
Total Man-month=			152

Implementation Schedule and Reporting Requirements

Key Activities	Timing	Reporting	Delivery Conditions
Mobilization, Data/report collection, desk study, detailed scheduling of activities and preparation of inception report	1/2 Month from Start Date	Inception Report	5 hard/ 1 soft copy
Detailed Design for Establishment/construction of a new smart multi-stored food grain(mostly)warehouse /Godowns with related all ancillary Modern facilities including master plan	6.5 months from Start date	Draft detailed design report	hard/ 1 soft copy; including a presentation at the Employer's office
As build Design & drawing & final report	1/2 Month from Start Date	detailed design & drawing report	hard/ 1 soft copy; including a presentation at the Employer's office

14. Facilities and Equipment to be provided by the Consultant

During the study, the Consultant shall provide all the facilities for their staff/consultants and other logistical requirements on their own to fulfill their obligations. These will also include support staff and office facilities, office equipment and supplies, required equipment and materials for field data collection, vehicles, and communications as required. The Consultant will set out the phase wise requirements in the technical proposal and provide the financial cost estimates for these in their financial proposal.



To be provided by the Directorate General of Food

The client will provide the Consultant with all available studies and reports and data relevant to the services. The client will provide information required for the study and provide assistance where the Consultant, for the purpose of executing these services, needs to coordinate with other Government agencies, and non-government agencies. The client will also participate in all stakeholder consultation events related to the environmental and social assessments, with the technical and logistical support of the consultant as required and relevant data and information for establishment of proposed Smart CSD/Warehouse.

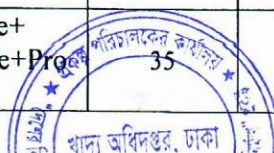
Staff Inputs/ Man- Month

FORM 5B3- Breakdown of Staff Remuneration				
Name	Position	Staff -month Rate	Inputs (Staff-months)	Sub Cost for Each Staff
1	Team Leader/Project Director; TBD		36	
2	Architecture		6	
3	Mechanical Engineering (ME, HVAC, Automation, Procurement)		4	
4	Electrical Engineering (El. + sub. + fire + Automation + Monitoring + Renewable + Procure)		4	
5	Civil Engineering (St. + Geo. +Searagw & Plumbing)		12	
6	Preliminary Cost Estimate (Civil)		4	
7	Preliminary Cost Estimate (ME)		4	
8	Preliminary Cost Estimate (EE)		4	
9	Procurement Expert		6	
10	Computer & AutoCad Operator(also work at PD Office)		36	
Total Staff Remuneration :				
11	Communication/Liaison Officer		36	
Total Staff Remuneration :			152	

FORM 5B4-Breakdown of Reimbursable Expenses

S N	Description	Unit (Day)	Unit Cost	Quantity	Total Cost (BDT)
A Per-diem allowances					
1	Team Leader/Project Director;TBD	400		1	
2	Architecture	24		1	
3	Mechanical Engineering (ME,HVAC,Automotion, Procurement)	35		1	
4	Electrical Engineering(El. +sub.+fire+ Automation+Monitoring+Renewable+Procure)	35		1	

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S N	Description	Unit (Day)	Unit Cost	Quantity	Total Cost (BDT)
5	Civil Engineering(St.+Geo.+Envi.+T&R)	50		1	
6	Preliminary Cost Estimate (Civil)	4		1	
7	Preliminary Cost Estimate (ME)	4		1	
8	Preliminary Cost Estimate (EE)	4		1	
9	Surveyor	24		2	
13	Communication/Liaison Officer	16		1	
Sub-Total					
B	Travel Expenses	Trips	-	-	-
1	Team Leader/Project Director;TBD	400		1	
2	Architecture	24		1	
3	Mechanical Engineering(ME,HVAC, Autometion, Procurement)	32		1	
4	Electrical Engineering(El. + sub.+ fire+ Automation+Monitoring+Renewable+Pro cure)	35		1	
5	Civil Engineering(St.+Geo.+Envi.+T&R)	50		1	
6	Preliminary Cost Estimate (Civil)	4		1	
7	Preliminary Cost Estimate (ME)	4		1	
8	Preliminary Cost Estimate (EE)	4		1	
12	Surveyor	24		2	
13	Communication/Liaison Officer	16		1	
Sub-Total					
C	Others Cost				
1	Communication Costs Between One Site to others		Lumpsum		
2	Drafting, Reproduction of reports, Printing		Lumpsum		
3	Office rent & Laboratory Tests		Lumpsum		
4	Equipment, Instruments, Materials, Supplies, etc.		Lumpsum		
Sub-Total					
Sub-Total Reimbursable					
Other's cost for Digital Survey & Soil Test					
1. Topographic Survey (1 per site)				144	
2. Geotechnical Survey (3 boring per site)				144	
Sub-Total =					
Reimbursable Grand Total =					

2/11



FORM 5B2-Summary of Costs

Cost Component	Total Cost (in Taka)
A. Staff Remuneration	
B. Reimbursable Expenses	
C. Sub-Total (A+B) :	
D. VAT on C. @ 15%	
E. Taxes on C. @ 12%	
Total Taka (C+D+E) :	

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