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Government of the People's Republic of Bangladesh
Ministry of Food
Modern Food Storage Facilities Project –MFSP

Terms of Reference for Consultant Services

Individual Consultant

Assignment title	Senior Technical Specialist (Electrical)
Assignment duration Contract period	36 person-months From 1 June 2016 to 31 May 2019
Primary assignment location	Dhaka
Funding source(s)	IDA Project Cr. Number: 52650- BD for Modern Food Storage Facilities Project – MFSP
Contracting entity	Project Director Directorate General of Food

Rafiq
30/3/2016
Engr. Syed Rafiqul Alam
Senior Procurement Specialist
Modern Food Storage Facilities Project
Directorate General of Food, Dhaka.

Banna
30/3/16
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Project Coordinator
Modern Food Storage facilities Project
Directorate General of Food, Dhaka

Gazi
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(Md. Gaziur Rahman)
Project Director (Joint Secretary)
Modern Food Storage Facilities Project
Directorate General of Food, Dhaka

FOIZA HAMEED
FOIZA HAMEED
Directorate General of Food
Ministry of Food
30/3/16
Govt of the People's Republic of Bangladesh

Context of the Assignment

Government of The People’s Republic of Bangladesh has received an IDA credit toward the cost of the Modern Food Storage Facilities Project (MFSP), being implemented by the Directorate General of Food, Ministry of Food, and intends to apply part of the IDA credit for Individual Consultancy Services. The overall project development objective is to increase the grain reserve available to households to meet their post-disaster needs and improve the efficiency of grain storage management.

The Project consist of major 3 components: (i) Development of an improved silo storage system to store grain through the construction of modern grain storage silos at eight selected strategic sites, provision of grain storage bins to eligible households under a voucher system for safekeeping of rice and other food in the event of disasters and food shortages and implementation of environmental and social safeguard management activities identified in the ESMPs and/or RAPs for the Project (Component-A). (ii) Implementation of a food policy research program including, inter alia, a range of priority studies for the development of evidence-based policies, strategies, legal and institutional frameworks for improved food stock management and distribution (Component-B). (iii) Project Management, Construction, Supervision, Technical Assistance, Training and Strategic Studies (Component-C).

The project will be implemented by the Ministry of Food through the DG Food. DG Food will have overall responsibility for project implementation, including fiduciary compliance. The DG Food will also be responsible for overall financial management and operation of the designated account. FPMU will lead the development, management and implementation of the integrated food policy research program under Component-B. The Project Steering Committee (PSC), chaired by the Secretary, MoFood, will provide overall guidance and help coordination among various government agencies. The project will be implemented over a period of six years. All works will be completed in year four or five of the project and one to two years will be allowed for the warranty period. A Project Management Unit (PMU) has been established nearby the DG Food’s office for day-to-day implementation and monitoring of the project activities.

Objectives of the Assignment

i) As assigned, carry out all the responsibilities for coordination of all technical activities relating to electro-mechanical works that mainly electrical works. ii) Plans, schedules, conduct, and coordinate assigned engineering work; monitors work for compliance to applicable codes, accepted engineering practices, and ASTI and ACI Codes. iii) Ensures effective communication and coordination on assigned projects between all disciplines and all other project participants. vi) Responsible and accountable to ensure that all assigned personnel are coordinating their activities with other project participants and that the requirements of the Contracts are being satisfied. v) Have sufficient technical knowledge and awareness of details to be able to recognize when technical problems are developing in the various disciplines, and to initiate appropriate corrective actions. vi) Ultimate responsibility for both the quality of deliverables and effective execution of project assignments. vii) He is responsible for day-to-day interaction with the Client’s designated representative as well as coordination of all electrical activities performed by staff under him.

Scope of the Assignment

He will work in close association with the deputy project director with regard to the preparation of bidding documents of all electrical works, equipment cost management and supervision of the contracts. S/he will discharge his duties in a way that the contract

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management under the project is carried out in an effective and transparent manner in accordance with the applicable contract documents and/or codes.

The Key Responsibilities of the Consultant would include, but not limited to the following

- a) Checking cost estimate prepared by the consultants in collaboration with Senior Technical Specialist (civil) and the Senior Technical Specialist (mechanical).
- b) Prepare specifications and tender documents for the procurement of steel silo- storage system, electro –mechanical / pneumatic system for bagged / bulk grain handling, loading and unloading of truck / rail wagon / ship, begging & sewing, grain chiller, 11/4.4 Kv substation, AVR, PFI plant, HT switch gear, LT switch gear, MCC, electrical interlocking and control system, PLC control system, lightning arrester, electrical safety & security, Fire detection & monitoring system, PABX telecommunication system, food laboratory equipment, weightment scale, truck weigh bridge, digital / load cell weighing system, standby Generator, etc. in association with the Procurement Analyst and Senior Procurement Specialist
- c) Cross checking of product details and specifications and outline designs as submitted by the consultant.
- d) Assist the contractor for designing and implementing safety measures in the sites during and throughout the construction and installation of equipment
- e) Develop a Standing Operating Procedure (SOP), applicable to all the silos, in consultation with the contractors, colleagues, often including those from other engineering disciplines. This SOP will be followed for the operation and maintenance of the project after completion of the project.
- f) Prepare monthly progress report for the Project Director for the electrical part of the silo system and inform him of any possible delays that may, if any, occur and take advance remedial action.
- g) Discussing and solving complex problems with departments, contractors, sub-contractors, suppliers and local administration, as the case may be.
- h) Monitoring progress of construction, installation and commissioning of equipment in relation to the Work Plan submitted by the contractor considering the implications of issues such as cost, safety and time constraints;
- i) Working with other professionals, within and outside the engineering specialism;
- j) Review overall design development program set by the D&S consulting firm.
- k) Review electro-mechanical system Design Criteria and standard, evaluating requirement of the client, site condition and silo performance parameters.
- l) Determine Electro-Mechanical system requirement for the project.
- m) Review calculations for the Electro-Mechanical system of the project.
- n) Review electro-mechanical system design and drawings prepared by Design & Supervision consulting firm.
- o) Review and update detailed Electro-Mechanical design and drawings during implementation.
- p) Supervision for installation of Electro-Mechanical works.

The Consultant will work closely with the DG Food Project Implementation Unit for all electrical mechanical works. The consultant will sit in PMU office in Dhaka at convenient location from DG Food office to whom he/she will be reporting on a day to day basis. S/he will work in close collaboration with the other consultants and consulting firms. He/she will support with the relevant information to the concerned Analyst in compilation of the Project Implementation Manual, deliver training to PMU on safety rules and regulations.

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Expected Outputs & Deliverables

The Consultant will need to produce to following:

No	Description	Reporting Time
1	Develop detailed guidelines on safety rules and regulations to be followed at each work site.	1 st Month
2	Review and recommend the bidding documents prepared by consultants	Whenever necessary
3	Review and recommend design criteria, calculation and drawing submitted by D&S consultant	Whenever necessary
4	Review and update relevant cost estimates	Whenever necessary
5	Review contract variation proposals and recommend to be approved.	Whenever necessary
6	Reviewing the work plan relating to equipment installation and timeliness of work contracts.	Monthly
7	Prepare work progress reports based on the actual works completed in all sites .	Monthly
8	Prepare/customize Pre-qualification documents, bidding documents, RFPs etc.	Whenever necessary
9	Periodical reports following formats and Guidelines of IMED and Bank respectively.	Whenever necessary

Duration of Service: 36 months

Consultant qualifications and expertise required:

The Senior Technical Specialist (Electrical) should have the following academic qualification, skill and professional experiences:

- M.Sc. degree in Electrical engineering or an equivalent degree. In exceptional cases, when candidates demonstrate outstanding professional experience directly relevant to this assignment and submit relevant references, a B.Sc. degree in Electrical Engineering or equivalent, could be considered.
- Minimum 15 (Fifteen) years relevant experience in O&M, safety and Procurement of Silo Machinery with advance knowledge, obtainable usually through a combination of experience and continuing education; or Equivalent combination of education, training and experience.
- He/She should have experience in equipment of Silo Machinery, particularly of pneumatic unloading equipment and Grain Storage & Handling, Conveying, grain Chilling, Bagging, Sewing, weighing and Packing operation, etc.

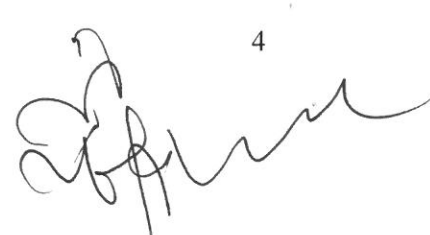
Reporting and supervision arrangements:

The consultant will report to the Project Director, MFSP, Directorate General of Food.

Responsibilities of the contracting party

MFSP will provide office space and institutional support. The contracting authority will provide all relevant reports, maps, data and studies as are available. The contracting authority will provide any other assistance not readily available that the consultant may reasonably request, including liaison with the Government and other agencies concerned.

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Annex- 1

Brief Description of the Project Modern Food Storage Facilities Project (MFSP)

Project Description

The major component of the project is an improvement of silo storage system to store milled rice (and wheat to a lesser extent) with a total capacity of around 535,500 tons. Subject to full compliance with the requirements in the publicly disclosed ESAMF and prior completion of all complementary site-specific studies and analyses required, the silos would be constructed at about eight sites in various strategic locations across the country. The eight sites proposed are on land currently owned by the DG Food, and no land acquisition will be required.

Overall Project Objective:

The overall project development objective is to increase the grain reserve available to households to meet their post-disaster needs and improve the efficiency of grain storage management

Specific Objective of The Project

The following are the key objectives of the project

- (i) Increased availability of grain stocks immediately following a major disaster event;
- (ii) Increased number of households whose grain needs can be met immediately after the disaster;
- (iii) Improved efficacy of the grain storage system, and monitoring and management of the food stock in the country;
- (iv) Reduced loss in grain stocks relative to pre-project losses;
- (v) Reduced cost in storing foods and its transportation and distribution;
- (vi) Ensured better monitoring, and improved governance and management of food stocks;
- (vii) Achieved higher operational efficiency;
- (viii) Minimized Land area required;
- (ix) Ensured higher security against pilferage; and
- (x) Minimized insect pest infestation and grain moulds.

Description of the Project Components:

Component A – Construction of Modern Grain Storage Silo Facilities

The primary objective of this component is: i) to improve the storage capacity for grain at the country level by financing the construction of modern steel silos for rice and wheat, that will be built in accordance with social and environmental sustainability parameters and safeguards compliance criteria; and (ii) facilitate the access of households to domestic silos for food grain and seed storage, to improve household level food security during and after natural disasters. This component would include: (A1) Public storage facilities in the form of modern grain storage silos; (A2) Household level storage facility or family silos particularly in the disaster prone areas of the coastal zone; and (A3) Implementation of social and environmental management plans.

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Component B – Support for Food Planning and Monitoring Program.

The objective of this component is threefold: i) enhance the institutional capacity of DG Food and FPMU and support these agencies in carrying out their respective mandates; ii) address analytical gaps and support the development of an evidence-based policy framework to improve the efficiency and performance of the country’s overall food storage system and management of strategic grain reserves, and iii) improve the coordination of public agencies (in particular DG Food and FPMU with MoDMR) involved in procurement, public storage, and distribution of food grains, as well as disaster relief. FPMU is responsible for monitoring of the food situation in the country and the implementation of related policies, while DG Food is responsible for physical procurement and management of government food stocks in accordance with agreed food security policies including the supply of food to the disaster-affected population, through relief and rehabilitation programs. The component will contribute to reconciling policies and public interventions: i) on food distribution (taking into account short and longer term storage capacities), ii) in response to incremental demand for food grain in post-disaster situations, and iii) aimed at achieving price stabilization for coarse grains normally consumed by the poor and vulnerable.

Activities supported under this component will directly contribute to enhancing the coordination between MoFood and MoDMR agencies, and to improving the decision-making process on food storage, food distribution, and market intervention on the basis of up-to-date, sound and informed analyses. Subsequently, the Bank expects GoB to follow up on these policy recommendations with concrete policy actions and/or improvements to relevant regulations and institutional arrangements that address key questions around enhancing the efficiency and performance of the food storage and food distribution system. To that effect, a range of studies will be developed, undertaken and disseminated under Component B to answer the following strategic challenges: (a) the ‘optimum’ volume of grain to be stored and its implications on GoB’s policies; (b) impacts of GoB food market interventions on price stabilization and broader food markets; (c) improvements in enabling environment to promote a sustainable participation of private sector; (d) strategy for disposing of the grain stored in the modern facilities; (e) current physical condition of the existing public storage facilities; (f) policy, legal and institutional framework, and technical requirements for nutrient fortification; and (g) introducing warehouse receipt system.

Component C- Project Management, Construction Supervision, Technical Assistance, Training and Strategic Studies.

This component will finance costs required to ensure adequate overall management of the project, monitoring and evaluation of the activities implemented, and capacity enhancement of selected stakeholders. It will include: (C1) project management of the task, incremental staff and expenditures of the DG Food in implementation of the project, the costs for implementing the Governance and Accountability Action Plan (GAAP), including a panel of experts, as needed, a procurement panel, audit and other such costs; (C2) cost of consultants for preparation of bidding documents, construction supervision and updating of designs required during the construction; this would among others include costs for construction supervision, monitoring and evaluation of project impacts; (C3) provision of technical assistance, training, institutional capacity building, preparation of future projects, and any strategic studies needed during project implementation and not covered under Component-B.

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Curriculum Vitae (CV) for the Individual Consultants

For MFSP Project (IDA Credit Number 52650-BD)

1. Proposed Position:
2. Package No.: SD-
3. Name of Applicant:
4. Applicant's phone number and Email address:
5. Mailing Address:
6. Permanent Address:
7. Date of Birth:
8. Nationality:
9. Passport number:

10. Education:

Degrees and academic distinctions	Institution, place and country	Year of Passing	Division/Class/Grade

11. Membership of Professional Associations:

12. Training:

13. Computer literacy:

14. Languages:

Language	Speaking	Reading	Writing

15. Employment Record:

Type	Period	Positions held and responsibility	Employer

16. Work undertaken that best illustrates capability to handle the tasks applied for :

17. Working in IDA funded project:

18. Reference:

Full Name	Full Address	Business or Occupation

19. Expected remuneration per day excluding VAT and source tax:

20. Publication:

21. Any other information other than above may be included here.

CERTIFICATION.

I, the undersigned, certify that to the best of my knowledge and belief, this bio data correctly describes myself, my qualifications, my experiences and my skills. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

I agree to sign contract individually and not through firm.

Date of Signing
 ___/___/____

Signature