

## Terms of Reference

### for

Third party M&E consultant for social safeguards (including midterm and ex-post evaluation of RAP implementation)

#### The Project at a Glance

<b>Title of the Project</b>	Bangladesh Regional Waterway Transport Project1 (BRWTP-1)
<b>Implementing Organization</b>	Bangladesh Inland Water Transport Authority (BIWTA), Ministry of Shipping (MoS)
<b>Package Name of Consultancy Services</b>	Third party M&E consultant for social safeguards (including midterm and ex-post evaluation of RAP implementation)
<b>Package Number</b>	Service No. BRWTP-S12/2
<b>Market Approach</b>	Open-International
<b>Procurement Method</b>	QCBS
<b>Assignment Duration</b>	48 (forty eight) months intermittently
<b>Location of Assignment</b>	Within project area
<b>Funding Source(s)</b>	IDA (Credit No. 5842-BD)
<b>Contracting Entity</b>	Project Director, BRWTP-I Project, BIWTA

#### 1. Background

The People's Republic of Bangladesh has received an SDR 254 million Credit from the International Development Association (IDA)—a member of the World Bank Group—for financing the cost of the Project- titled “*The Bangladesh Regional Waterway Transport Project-1 (Chittagong-Dhaka-Ashuganj Corridor)*”being implemented by the Bangladesh Inland Water Transport Authority (BIWTA) under the Ministry of Shipping and to intends to apply part of the proceeds for procuring the services from a consultant firm/university/NGOfor its Project Implementation Unit (PIU).

The development objective of the project is to improve transport efficiency, reliability and safety for passengers and cargo on priority inland waterways along the Chittagong-Dhaka-Ashuganj Inland Water Transport Corridor of Bangladesh. The project is also being implemented within the broader context of the BBIN (Bangladesh, Bhutan, India, and Nepal)/Eastern Corridor regional program which aims to facilitate the movement of passengers and cargo on multimodal transport networks for the benefit of traders, transporters, producers, passengers and communities in Bangladesh, Bhutan, India, and Nepal.

The Project has three major components. Component-1 includes dredging and maintenance of the Chattogram-Dhaka-Ashuganj navigational corridors with ferry routes and linked routes in the project area through a output & performance-based contract over a period of about six years; and in addition, four vessel storm shelters & two idle berthing centres, located at different places along the Chattogram-Dhaka Corridor and linked routes to be developed within remote cyclone-prone areas on the Project Corridor route allowing vessels to seek shelter from inclement weather. Component-2 includes (1) construction and upgrading of two cargo terminals located at (i) Ashuganj in Brahman Baria, (ii) Pangaon in Dhaka, (2) four passenger terminals located at (i) Shashanghat in Dhaka, (ii) Narayanganj, (iii) Chandpur and (iv) Barishal and (3)

rehabilitation/upgrading of fifteen landing stations (Launch Ghats) along these river corridors located at (i) Bhairab Bazar in Kishoreganj (ii) Alubazar in Shariatpur (iii) Harina in Chandpur (iv) Hijla in Barishal (v) Ilisha in Bhola (vi) Moju Choudhury in Laskmipur (vii) Laharhat in Barisal (viii) Beduria in Bhola (ix) Daulatkhan in Bhola (x) Tojumuddin in Bhola (xi) Monpura in Bhola (xii) Chairman Ghat in Noakhali (xiii) Sandwip RCC Jetty and (xiv) Boddarhat in Laskmipur and (xv) Tomuruddin in Bhola. Component-3 includes institutional capacity development measures including civil works for retrofitting an existing training institution and activity to improve the technical, operational and financial sustainability of the sector.

A comprehensive Environmental and Social Impact Assessment (ESIA) has been prepared for Component-1&2; and an Environmental Management Framework (EMF) for Components-1,2&3. A Resettlement Policy Framework (RPF) has been prepared for the overall project. And a total of three (3) site-specific Resettlement Action Plans (RAPs)/Social Management Plans (SMPs) are to be prepared. They are, first one for the six (6) terminal buildings (2 cargo & 4 passenger), second one for the fifteen (15) landing stations/ghats and four (4) vessel storm shelters & two (2) idle berthing centers; and the third one for the dredged material disposal on land at various locations. Two (first & second one as mentioned above) sites specific Resettlement Action Plans (RAPs)/Social Management Plans (SMPs) is being prepared under contract packages BRWTP-S6 and preparation of the third one Resettlement Action Plans (RAPs)/Social Management Plans (SMPs) is under process dredged material disposal locations on land) under contract package BRWTP-S1A.

Proposed vessel shelters, cargo & passenger terminals and landing stations/ghats to be implemented in existing BIWTA's land and in acquired additional land of approximately 7.9959 hectares. Beside that for dredged material disposal on land it will be required approximately 125 hectares of private land that to be taken as lease/requisition through concerned DC offices. Due to that some private land, structures, trees & crops also will be affected due to land acquisition, lease/requisition. There are some persons with title to the own land and without title to the land on the BIWTA/RHD/BR/DSCC with business owners, vendors, hotels, restaurants, hawkers, small traders, vegetable & fruits sellers, rickshaw-pullers, informal settlers (squatters) and renters will be physically relocated as to why they will lose their livelihood to some extent. At some locations access to common property resources such as burial grounds will get restricted due to the present interventions. At some locations access granted to cultural practices such as immersion of ashes of the dead in rivers at certain ghats, will be impacted. Further access to infrastructure such as roads will cause impacts as the present roads are narrow and those will need to be widened for optimizing the capacity of the facilities to be built, so it will lead to relocation of PAPs and loss of their livelihoods.

In this connection Bangladesh Inland Water Transport Authority (BIWTA) has taken initiative to develop Resettlement Action Plans (RAPs)/Social Management Plans (SMPs) through implementation of Bangladesh Regional Waterway Transport Project-1 under component-1&2 for management of involuntary resettlement arising out of acquisition, lease/requisition of private land and resume of public/BIWTA land from private users. BIWTA has engaged an experienced NGO and heading towards engaging a Consultant firm under contract package BRWTP-S12/1 and BRWTP-S1A respectively to act as Service Providers for technical and professional services for implementation and preparation of the site-specific (i) Resettlement Action Plans (RAPs) and any Abbreviated Resettlement Action Plans (ARAPs)/Social Management Plans (SMPs) including labour influx management plan and Gender-Based Violence(GBV)/Sexual Exploitation and Abuse (SEA)/Social Harassment (SH) prevention and respond action plan, Gender Action Plan and also livelihood restoration programs.

At this moment Bangladesh Inland Water Transport Authority (BIWTA) has taken initiative to engage an experienced consultant firm/university/NGO for Monitoring and Evaluation (M&E) of social safeguards [including midterm and ex-post evaluations of three (3) site-specific RAPs

implementation and Social Management Plans (SMPs)] that will be implemented under contract package BRWTP-S12/1 and BRWTP-S1A respectively.

## **2. Objective(s) of the assignment**

The primary objectives for engaging independent external monitoring agency (consultant) are to review the planning and implementation of land acquisition/lease/requisition and involuntary resettlement and its results, and provide feedback to BIWTA and its line ministry as well as external stakeholders on: (a) the project's achievements and shortcomings in respect of land acquisition, lease/requisition; and (b) policy improvement and enhancement of the implementation process. A qualified consultant firm/university/NGO to be engaged for independent monitoring, review and evaluation of implementation of the (i) the Resettlement Action Plans (RAPs) and any Abbreviated Resettlement Action Plans (ARAPs)/Social Management Plans (SMPs) including labour influx management plan & Gender-Based Violence (GBV)/Sexual Exploitation and Abuse (SEA)/Social Harassment (SH) prevention and response action plan; and also (ii) livelihood restoration program & Gender Action Plan (GAP).

## **3. Scope of Services, Tasks and Expected Deliverables**

### **3.1 Scope of Services and Tasks**

The Consultant will review the implementation process as per the policies set out in the RAPs/ARAPs and Social Management Plans (SMPs) including labour influx management plan and GBV/SEA/SH prevention and response action plan; (ii) livelihood restoration program and Gender Action Plan; and also Environmental, Social, Health & Safety (ESHS) including COVID-19 that are to be implemented under contract packages BRWTP-S12/1 and BRWTP-S1A respectively on a bi-annual basis and provide intensive review at the mid-term and an evaluation at project completion (**up to December 2025/end of the Project**). It will assess the achievement of resettlement objectives, the changes in living standards and livelihoods, the restoration of the economic and social base of affected people with special focus on women and vulnerable groups, the effectiveness, impact and sustainability of entitlements, the need for corrective measures if any, and identify strategic lessons for future policy formulation and planning. The specific tasks of the consultant will be but not limited to the following:

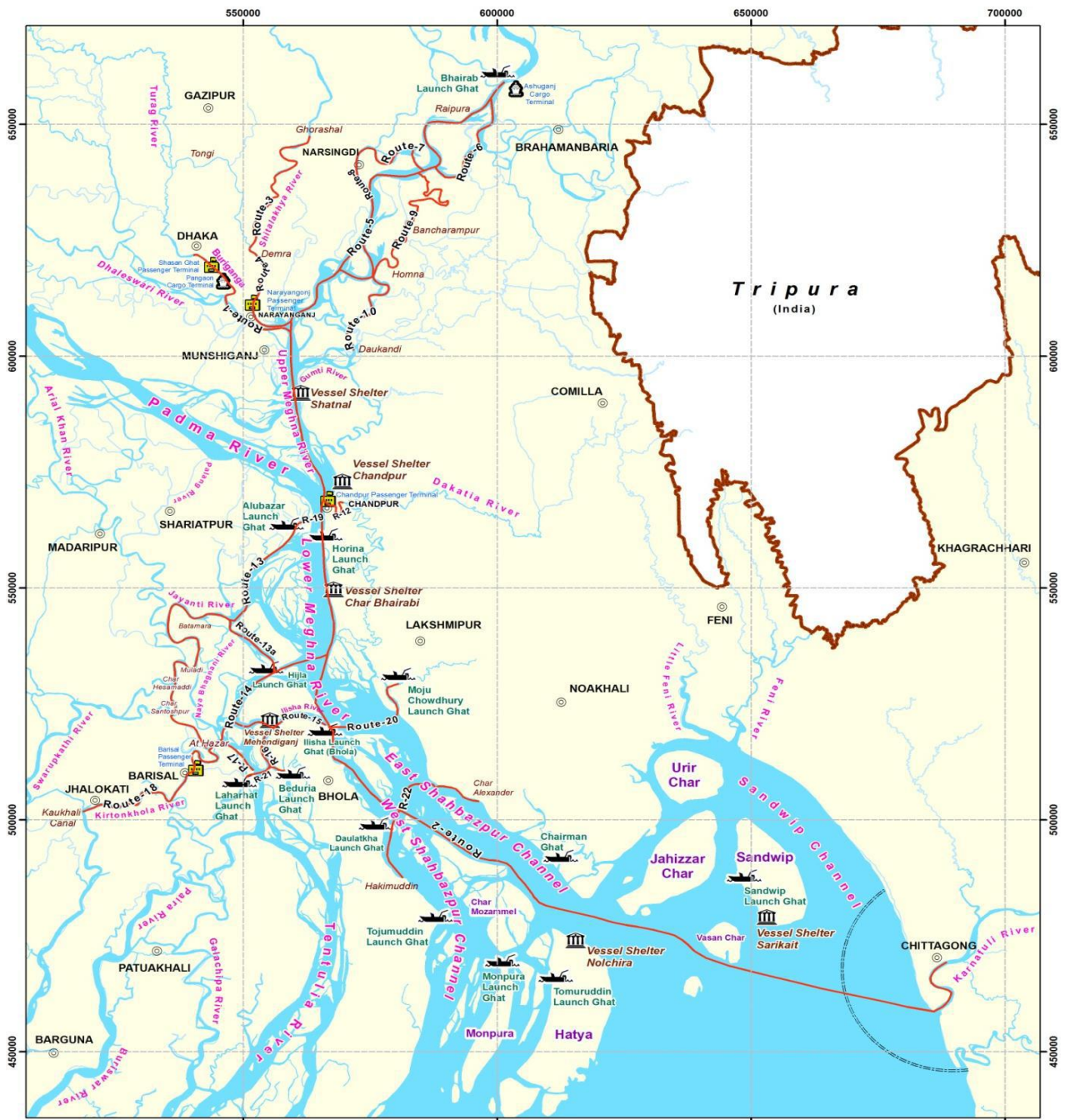
- Review the policies and procedures for land acquisition, lease/requisition and involuntary resettlement, social management including labour influx, GBV/SEA/SH prevention and response action; and also (ii) livelihood restoration program and Gender Action Plan (GAP) under the project, and the monitoring processes & their outputs, and summarize the results based on the available monitoring data;
- Evaluate and assess the adequacy of compensation given to the PAPs and the livelihood opportunities offered, including for vulnerable women and the effects on incomes as well as the quality of life of PAPs of project-induced changes;
- Review the quality and suitability of the relocation sites from the perspective of both the affected and host communities;
- Review the results of internal monitoring and evaluate the claims through checks at the field level to assess whether land acquisition, lease/requisition/resettlement objectives have been generally met. Consult with and involve the affected people and community groups, including vulnerable women, in assessing the impact of the land acquisition and resettlement;
- Evaluate the adequacy and effectiveness of the participatory and consultative process with PAPs, particularly vulnerable groups and women, including the adequacy and effectiveness of grievance redress mechanism available to the affected parties, and dissemination of information about these;
- Provide a quantified assessment of the types of conflicts and grievances reported and resolved, and the adequacy and appropriateness of the consultation and participation procedures;

- Assess the adequacy of the budget for resettlement activities;
- Evaluate whether land acquisition and involuntary resettlement was implemented (a) in accordance with the RAPs/ARAPs, and (b) in accordance with the stated policy, define the socio-economic impacts on PAPs, and assess whether the project social development goals were achieved and adverse impacts avoided or minimized; and
- Identify the strengths and weaknesses of the land acquisition, requisition/lease/resettlement policies, objectives and implementation strategies applied, and make recommendations on policy improvement and enhancement of the implementation process.

### **3.2 Location of Assignment**

The location(s) of the assignment to be performed by the M&E consultant will be within the project area mostly within River routes where dredging operation will be carried out, locations where the dredged material disposal on land along with construction of proposed waterway cargo and passenger terminals, landing stations/ghats and vessel storm shelters & idle berthing centres, and in particular where there are land acquisition, lease/requisition and resettlement activities arising out as shown in the **Figure 1** and **Figure 2** as below:

**Figure1:** Map showing the River routes where dredging operation to be carried out along with construction of proposed waterway terminals (cargo & passenger), vessel storm shelters & idle berthing centres, and landing ghats/stations, and in particular where there are land acquisition, lease/requisition and resettlement activities arise out.



**Bangladesh Regional Waterway Transport Project 1**

**Project Area**

**Legend**

- ⊙ District HQ
- Navigational Route
- CPA Limit
- International Boundary
- River/ Water Body

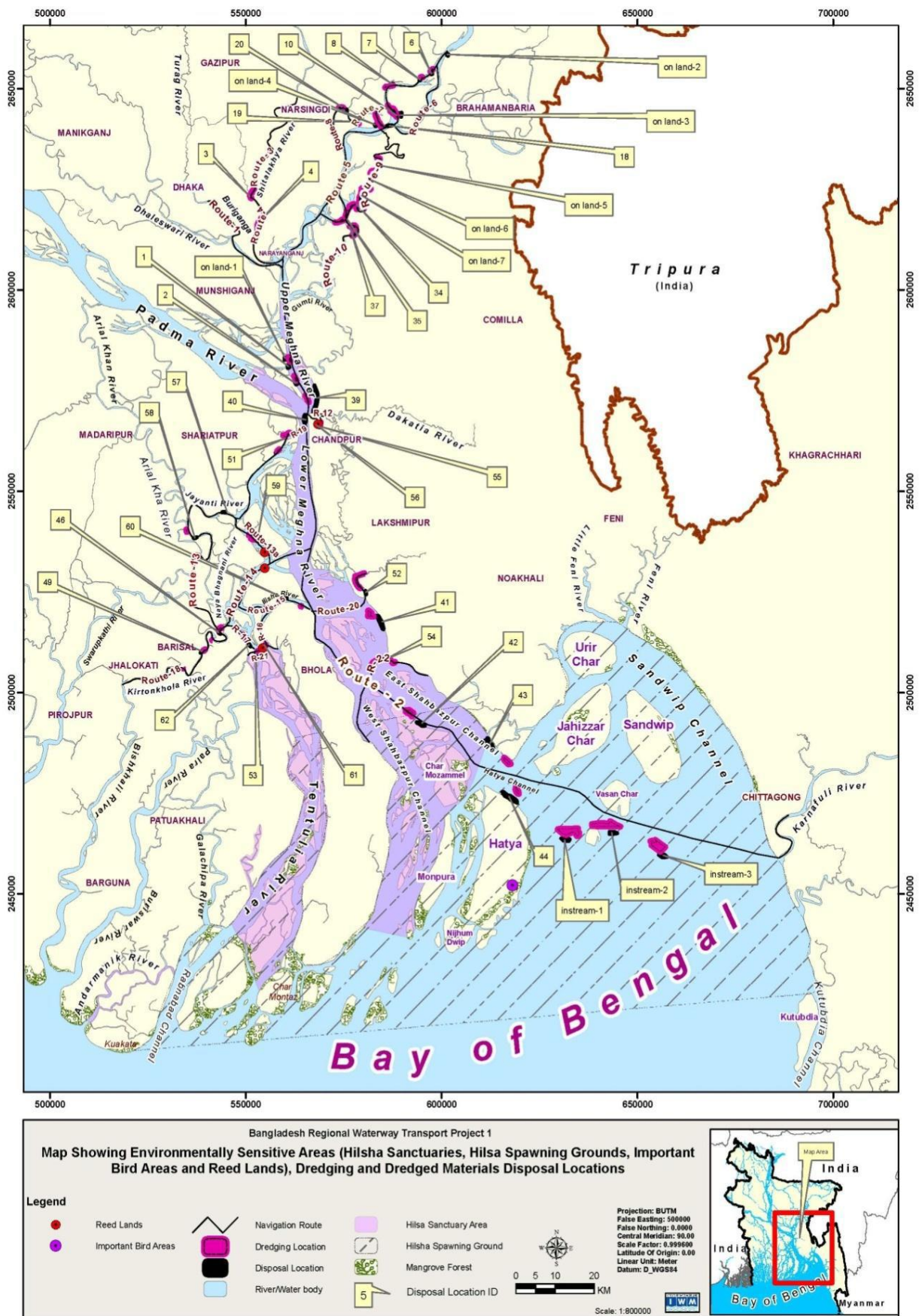
**Components**

- ⌚ Vessel Shelter
- ⚓ Launch Ghat
- 🚚 Passenger Terminal
- 🏠 Cargo Terminal

Projection: BTM  
 False Easting: 500000  
 False Northing: -2000000  
 Central Meridian: 90  
 Scale Factor: 0.999600  
 Latitude Of Origin: 0.00  
 Linear Unit: Meter  
 Datum: Everest Bangladesh

Scale: 1:708000

**Figure 2:** Map showing the tentative locations for land based dredged material placement/ disposal and in particular where there are land lease/requisition and resettlement activities arising out.



### 3.3 Expected Deliverables

Services and tasks by the engaged consultant firm/university/NGO will be conducted at the fields, they are as intensive review of the implementation progress and process as per the policy set out in the RAPs/ARAPs & SMPs implemented by the social NGO & consultant firm and provide suggestion & recommendations in this connection. Review of the progress and process of land acquisition, lease/requisition, involuntary resettlement, grievance redress mechanism & achievement of social development goal including vulnerable groups & women. And also identify the strength & weakness of implementation of policy & plans as set out in RAPs & SMPs and make recommendations for improvement of policy & plans in this regards. The work plan and the tasks & services those to be conducted at the field, will be reflected in the expected certain deliverables like reports. Expected deliverables/reports to be submitted by the consultant firm/university/NGO will be Inception Report, Bi-Annual Report, Mid-Term Report, Draft Final Report and Final Report respectively.

## 4. Team Composition & Qualification Requirements for the Key & Non-Key Experts (Minimum)

### 4.1 Team Composition

The consultant will be engaged within 6 month of the engagement of Social NGO and Firm to support BIWTA in implementation of the RAPs/ARAPs/Social Management Plans (SMPs) including labour influx management plan, GBV/SEA/SH prevention and response action plan; and also livelihood restoration program & Gender Action Plan and continued through the project implementation period **(up to December 2025 or end of the Project)** intermittently as per reporting schedule. The independent consulting organization will provide to the services the following professional key & non-key experts resources:

### 4.2 Key Experts

Sl. No.	Position/expertise	No.	Input (person-month)	Remarks
K-1	Team Leader/Senior Resettlement Expert	1	18	Person-months of each of the positions is intermittent spread over the whole contract period
K-2	Community Engagement and Participation Expert	1	12	
K-3	Gender/GBV Expert	1	10	
<b>Total:</b>		<b>3</b>	<b>40</b>	

### 4.3 Non-Key Expert

Sl. No.	Position/expertise	No.	Input (person-month)	Remarks
NK-1	Monitoring Assistant(1)	1	18	Person-months of each of the positions is intermittent spread over the whole contract period
NK-2	Monitoring Assistant (2)	1	18	
NK-3	Monitoring Assistant (3)	1	18	
NK-4	Monitoring Assistant (4)	1	18	
<b>Total:</b>		<b>4</b>	<b>72</b>	

## **4.4 Qualification Requirements for the Key & Non-Key Experts**

### **4.4.1 Qualification Requirements for the Key Experts**

#### ***(1) Team Leader/Senior Resettlement Expert***

**Education:** The incumbent shall have Master's degree in Sociology, Anthropology, Economics, or in similar discipline from any recognized university.

**Experience:** Minimum 20 years of overall working experience whilst minimum 10 years' of working experience as monitoring & evaluation consultant. S/he shall have professional experience with Social Impact Assessments (SIAs) and involuntary resettlement issues, including in accordance with World Bank or other international lending agencies. Previous experience in the implementation of water resource/river/costal engineering and management project, in particular inland water transport project would be a plus. Specific experience of at least 10 years in carrying out similar Monitoring and Evaluation (M&E) of social safeguards with any renowned national, international or private sector organizations such as WB/ADB/JICA/UNDP supported projects. S/he shall have experience of leading monitoring and evaluation teams as a Team Leader, should have excellent data compilation and good quality reporting skills. Should have excellent communication and facilitation skills to develop high quality Monitoring and Evaluation (M&E) reports in English in a computer-based environment and ability to produce high quality work under tight program and excellent interpersonal and professional skills in interacting with various kinds of stakeholders and ability to work collaboratively with multiple individuals and groups.

#### ***(2) Community Engagement and Participation Expert***

**Education:** The incumbent shall have Master's degree in Sociology, Anthropology, Economics, or in similar field from any recognized university.

**Experience:** Minimum 15 years' general professional experience and at least 5 years' experience in monitoring and evaluation of the policies and procedures for land acquisition, lease/requisition and in assessing the impact of land acquisition, requisition/lease and affected population displacement and also shall have experience in monitoring and evaluation of Social Impact Assessments (SIAs) and implementation of Resettlement Action Plans (RAPs) or relevant activities. Also shall have good concept about gender analysis, Gender-Based Violence (GBV) related issues, GRC and Environmental, Social, Health and Safety (ESHS) related issues. Have experience in qualitative and quantitative data collection, validation, interviewing business of all sizes, data entry and analysis using statistical software and drafting skills.

#### ***(3) Gender/GBV Expert***

**Education:** The incumbent shall have Master's degree in PublicHealth, Gender Studies, Sociology, Anthropology, Economics, or in similar field from any recognized university.

**Experience:** Minimum 15 years' general professional experience and at least 7 years proven experience in Gender-Based Violence (GBV) and related themes, violence against women, domestic violence and/or violence against children prevention and expose programing, including assessing GBV intervention. Shall have experience in gender mainstreaming in the preparation of RAPs and the management of social issues infrastructure project generally. Andalso shall have working knowledge and experience of WB/ADB/UNDP policies and programs in the area of gender-based violence. Understanding of quantitative M&E qualitative research method and also shall have good concept on GRC and Environmental, Social, Health and Safety (ESHS) related issues. Experience in qualitative and quantitative data collection, validation, interviewing business of all sizes, computer literate being able to use MS Windows, office applications, data entry and analysis using statistical software and drafting skills.

### **4.4.2 Qualification Requirements for the Non-Key Experts**

#### ***(1) Monitoring Assistants***

**Education:** Graduate in any discipline from any recognized university

**Experience:** Proven experience of at least 3 (three) years in Monitoring & Evaluation/ Resettlement related works.

## 5. Reporting Requirements and Time Schedule for Deliverables

Activities by the engaged consultant firm/university/NGO will be conducted at fields whereas obligatory reporting on activities done and ongoing shall be submitted to the Project Director (PD)/Project Implementing Unit (PIU). All the reports like Inception, Bi-Annual, Mid-Term, Draft Final and Final shall be delivered in 10 (ten) numbers of coloured hard copies of each report respectively along with 1 (one) copies in CD ROM of Final Report.

Reporting shall contain and time schedule for deliverables are as follows:

- 1) **Inception Report:** The report covering methodology and work plan shall be submitted within 3(three) weeks from the effective date of the contract.
- 2) **Bi-Annual Report:** Report covering review of the implementation process as per the policy set out in the RAPs/ARAPs and SMPs implemented by social NGO & firm and on progress provided with suggestion/recommendations etc. shall be submitted once in every 6 (six) months from the effective date of the contract.
- 3) **Mid-Term Report:** Report covering intensive review of the implementation process, process of land acquisition, lease/requisition & involuntary resettlement, grievance redress mechanism, achievement of social development goal, vulnerable groups and women; identifying the strength and weakness and make recommendation on policy improvement etc. those are implemented by the social NGO and Firm shall be submitted within 24 (twenty four) months from the effective date of the contract.
- 4) **Draft Final Report:** Report covering all activities done, status of implementation of plans and recommendations shall be submitted within 47 (forty seven) months from the effective date of the contract. Draft Final Report shall be presented before the officials from Ministry, WB, BIWTA, Consultant(s) and relevant stakeholders for having suggestions/comments to make the report to its final version.
- 5) **Final Report:** Final version and approved copy of the final report covering all activities monitoring & evaluated, status of implementation of plans and recommendation shall be submitted at the end of the contractual period.

All reports shall be articulated with Executive Summary on findings with recommendations. Fifteen (15) copies of Final Report and ten (10) copies of all other reports must be submitted with colour copy, book binding along with soft copies.

## 6. Client's Input and Counterpart Personnel

The consultant firm/university/NGO to be engaged as consultant shall provide services with due diligence and should become familiar with the project, and with the relevant policies and guidelines of the Government and the Development partner (including those relating to RAPs/SMPs and reporting). The consultant firm/university/NGO will work in close cooperation with PIU staff including Social Experts working with the project. However, the consultant firm/University/NGO will be directly responsible and accountable to the Project Director for their services and activities. The contract is performance based, and payment would be based on achievement of key tasks and outputs completed within the stipulated timeline. The Client/Project Authority will provide the Consultant with all possible information and facilities briefed below:

- Access to all documents, correspondence, and any other information relating to the project and deemed necessary for accomplishing the assignment;

- Available copies of the Reports/Drafts related to RAPs/SMPs, Project Operation Manual (POM), Financing Agreement, related guidelines, policies and procedures of GoB and Development partner;
- No office accommodation for the consultant firm/university/NGO will be provided by the Client. The consultant firm/university/NGO must have at least satellite office in Dhaka;
- If necessary, guide from the BIWTA will be provided to be first time familiar with each site of the target assignment;
- No transports facilities would be provided to the consultant firm/university/NGO personnel; the Consultant shall have to arrange required logistics/transport/accommodation for frequent site visits at its own cost;
- No computer/laptop/equipment for use by individual staff working with the Consultant will be provided; the Consultant shall have to provide such supports to their working forces in accomplishing the assignment at its own.

## **7. Type of Contract and Duration of Services**

Type of contract will be **Lump Sum** basis and local taxes (AIT & VAT) will be deducted from the contract price as per applicable law of Bangladesh. The anticipated duration of the Consultancy Services of the assignment is 48 months intermittently.

## **8. Procurement Method**

Quality-and Cost-Based Selection (QCBS) method in accordance with the procedures set out in the World Bank's "Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits and Grants by World Bank Borrowers", dated January 2011(2014), will apply in selecting a third party Monitoring and Evaluation (M&E) consultant (Consultant Firm/University/NGO) as Service Provider.

## **9. Eligibility and Selection of the consultant firm/university/NGO**

The consultant firm/university/NGO must have experience in Monitoring & Evaluation (M&E) of land acquisition; requisition/lease related and RAP implementation activities for development projects in Bangladesh. The prospective Service Provider consultant firm/university/NGO shall have fulfilled the following requirement details in order to qualify for the Request for Proposals (RFP). Failure to meet and submit the satisfactory documentary evidence will lead to a rejection of the EOI/Proposal. The eligible consultant firms/university/NGOs will be shortlisted on reviewing the following:

- Consultant firm/university/NGO must be registered in Bangladesh and shall have legal establishment for a minimum of 15 years-this shall be supported by proven document(s) i.e., certification/registration from the competent authority(ies);
- Consultant firm/university/NGO must have experience and capability in evaluation & monitoring of implementation of RAPs and SMPs for the project(s) that have been successfully completed; and summary of similar projects undertaken in Bangladesh and in other countries with similar social, geographical and economic conditions shall be provided with EoI mentioning number of projects/assignments in hand; all these shall be supported by proven documents including project completion certificates from respective Clients;
- Experience in performing assignments similar to target assignment with proven track record of project(s) funded by development partners, like IDA/ADB/JICA/IDB in Bangladesh;
- List of Resources with logistical support and list of permanent professional employees with key qualifications;
- Average annual turnover of the consultant firm/university/NGO service provider over the last three years that shall be supported by audited statements and reports;
- Financial strength supported by Bank Solvency Certificate and Bank Statement on closing balance with name of bank, branch, account number and its type, etc.;

- The consultant firm/university/NGO must submit with EoI briefed outlines on Approach and Methodology to reflect how the consultant firm/university/NGO as a Service Provider will competitively perform the target assignment.

EoIs from the individual Bangladeshi consultant firms/universities/NGOs only will be reviewed for short-listing. In case of EoI submitted by a consultant firm/University/NGO in association with other(s), only the Lead Partner on evaluating its eligibilities and capabilities will be shortlisted. The EA or the Government of Bangladesh will not entertain any claim whatsoever in this respect from other partner(s) of JV or Association.

Only the best qualified consultant firm/university/NGO-short listed from EoIs will be invited to submit detail combined Technical and Financial proposals for the assignment.

## **10. Institutional Arrangements**

The Consultant, throughout the assignment, will work closely with the Client's Representative(s) who will take regular feedback and make decisions associated with the assignments.

## **11. Facilities to be provided by the Consultant**

During the Assignment period, the Consultant shall provide all the facilities for their staff and other logistical requirements on their own to fulfil their obligations. These will also include support staff and well furnished office facilities within the vicinity of PIU, BIWTA, office equipment and supplies, required equipment (including computers, cameras, cell phones with ODK app to all the interviewers) as well as equipments & materials for field data collection, vehicles, and communications as required. The Consultant however, during the RFP (Request For Proposal) submission stage, will set out the requirements in the Technical Proposal and provide the financial costs for these in their Financial Proposal.