

Bangladesh Land Port Authority
Ministry of Shipping
Accelerating Transport and Trade Connectivity in
Eastern South Asia (ACCESS) – Bangladesh Phase 1:
(BLPA Component) Project
Plot No. F-19/A, Sher-E-Bangla Nagar,
Agargaon, Dhaka-1207

Memo No. 18.15.0000.023.14.043.25/89

Dated: April 6, 2025

Request for Expression of Interest (REOI)
For

International Border Management Expert (IBME) (Intermittent), Package No.: BLPA-S14

1. The Government of the People's Republic of Bangladesh has received a credit from the International Development Association (IDA) towards the cost of the "Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS) – Bangladesh Phase 1: (BLPA Component) Project" and intends to apply part of the proceeds towards the payment for consultancy services for International Border Management Expert (IBME) (Intermittent), an international individual consultant under the project.
2. The main objective of the individual consultancy services and the detailed Scope of Services are mentioned in the TOR that can be obtained from the web portal of Bangladesh Land Port Authority (<http://www.blpa.gov.bd>).
3. The qualifications and experience requirement of International Border Management Expert (IBME) (Intermittent) are mentioned as below:
 - Bachelor's Degree in any related subject, including Computer Science, EEE, or Data Management System in ICT environment, with relevant training and membership in a relevant professional organization, and / or a combination of university education and at least 10 years port management, including Customs experience or in relevant field with minimum 03 years overseas (outside home country) experience
 - Experience with senior level responsibility for at least one large land port, customs border station, or inland clearance facility,
 - Experience in cross-border trade laws and regulations,
 - Experience with Information and Communications Technology (ICT) regarding cross-border trade and trade facilitation,
 - Proven Business Process Reform (BPR) expertise,
 - Extensive knowledge of border management, freight logistics, trade facilitation, risk management, customs, or other relevant areas,
 - Extensive knowledge of cross-border trade laws and regulations, and data governance and sharing laws and regulations,
 - Extensive knowledge of border infrastructure, equipment, and automated systems,
 - Experience in drafting international recommendations in cross-border management,
 - Proven working experience consisting of substantial involvement in assessments evaluations, and/or reviews in related areas,
 - Experience working on cross border issues in Bangladesh, South Asia Region would be a plus,
 - Experience in donor funded projects would be a plus,
 - Excellent interpersonal and cross-cultural skills
 - Excellent written and spoken English.
4. The duration of the assignment is for 180 (One hundred and eighty) days spread over 36 months. However, duration may be increased or decreased depending on the extent of the need, availability of resource and performance of the expert.
5. The selection will be done following the method of Individual Consultant Selection procedure in accordance with the World Bank Procurement Regulations for IPF Borrowers, Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services, July 2016 (revised September 2023) ("the Regulations"). The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the World Bank's Procurement Regulations for IPF Borrowers, September 2023, setting forth the World Bank's policy on conflict of interest.
6. Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS) – BLPA Component now invites Expression of Interest from the eligible Applicants to indicate their interest to provide the services. Applicants will submit detailed CV mentioning their qualifications and experiences to indicate that they are qualified to perform the services (description of experience in similar assignments, similar conditions, etc. and also mention information to the points on requirements of qualifications and experience, para 3).



7. Further information can be obtained at the address below during 09.00 to 17.00 hours on official days.
8. Expression of Interest shall be submitted one (1) hard copy and one (1) soft copy (MS Word format in CD or DVD or Flash Drive) by April 30, 2025, up to 03.00 p.m. in a sealed envelope to the address- Md. Ruhul Amin Miah, Project Director, Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS) – BLPA Component Project, Bangladesh Land Port Authority, Plot No. F-19/A, Sher-E-Bangla Nagar, Agargaon, Dhaka-1207. The sealed envelope shall be clearly marked that “REOI for International Border Management Expert (IBME) (Intermittent), Package No.: BLPA-S14”. The REOI in pdf copy can be sent through e-mail within the deadline with an additional copy of MS Word format. In case of submission by e-mail, the subject shall clearly mention the name of the position and package no and detail postal address of sender at the bottom of Email. If it is not delivered within the deadline or if there is any technical or internet problem that the REOI cannot be downloaded properly, the project authority will not be responsible.
9. The Authority reserves the right to accept or reject any or all EOIs.

RAM
06.07.25
(Md. Ruhul Amin Miah)
(Service ID-15346)
Project Director (Joint Secretary)
ACCESS-BLPA Project
E-mail: pdaccessblpa@gmail.com

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Bangladesh Land Port Authority
Accelerating Transport and Trade Connectivity in Eastern South Asia
(ACCESS) – Bangladesh Phase 1 Project (BLPA Component)

Terms of Reference for
International Customs and Border Management Expert (ICBME)
(BLPA-S14)

Location : Dhaka, Bangladesh
Appointment : International
Period : 180 (One hundred and eighty) days spread over 36 months (or up to June 2028) from the start of the contract

1. ACCESS Phase 1

The Government of the People's Republic of Bangladesh has received a Credit from the World Bank Group for financing the cost of Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS) – Bangladesh Phase 1 program, being jointly implemented by the National Board of Revenue (NBR), Bangladesh Land Port Authority (BLPA) and Roads and Highways Division (RHD), with an aim to increase the efficiency and resilience of trade and transport along selected corridors in Bangladesh. The program seeks to address the main drivers of high trade and transport costs. It will support the transformation of the cross-border clearance ecosystem through the provision of digital and automated systems for trade, transport and trade-enabling infrastructure, and capacity building and technical assistance to streamline policy, regulatory, and procedural impediments that constrain freight movement.

2. Background

The deepening of the relationship between Bangladesh, Bhutan, India, and Nepal (Eastern South Asian countries), as reflected by an increasing number sub-regional and bilateral agreements, suggests there is momentum to advance the regional connectivity and trade facilitation agenda in the sub-region.

However, restrictions on cross border trade diminish the advantages of contiguous borders. The gaps between actual and potential trade reflect the disproportionately high costs of transport and trade within the region. The drivers of high costs are inadequate transportation and logistics infrastructure and systems, and policy and regulatory barriers. Trade in the sub-region is also paper-heavy, often requiring physical submission of paper documents to the various

government agencies regulating trade. This adds complexity, frequently delay border clearance, provide opportunities for rent seeking, and act as a costly impediment to the private sector.

Processes carried out by the BLPA in collaboration with Customs and various Cross Border Regulatory Agencies (CBRAs) have a direct relationship to the time it takes for Traders to import or export shipments, ensuring compliance with relevant laws and regulations, until the point that a shipment is physically released. The primary organization for handling cargo consignments and temporarily storing them until authorization for release is provided, is the BLPA. Other processes involved in the statutory clearance provisions involve Customs, and other CBRA's such as the Bangladesh Food Safety Authority (BFSA), and Plant Quarantine Wing (PQW), Bangladesh Standards and Testing Institution (BSTI), Fisheries and Livestock for example.

The BLPA generally handles the physical arrival (import and export), movement, and storage of cargo, whereas Customs is responsible for the assessment, inspection, revenue collection, and security screening to determine admissibility obligations are met and ultimately, render release decisions for import and export cargo movements. Customs also collaborates with other CBRAs to conduct their respective regulatory reviews, inspection services, and administrative tasks.

To contribute to improved cargo release times and increased transparency for the trader community, it is essential for the BLPA to ensure that their processes are effective and efficient. BLPA and Customs also need to ensure that accountability structures are in place and sufficient priority is given by all relevant CBRA's for efficient cross-border management. It is therefore integral that information about cargo is strategically collected and shared with border management partners to improve facilitation for traders. Increased trade facilitation for legitimate and law-abiding traders is considered a major over-arching goal.

In addition to BLPA, Customs, and CBRAs, other organizations have an important role in ensuring that the dwell-time for cross-border cargo movements are reduced. These other organizations include freight forwarders, shipping agents, clearance agents / brokers, banks, and other entities that provide critical support for the physical handling and administrative assistance required for cross-border trade movements.

Technical innovation must be incorporated to automate effective processes that are required for cross border cargo movements. These automated systems must work in conjunction with all border management partners' processes and contribute overall to the reduction of time needed to import and export cargo.

Once effective processes become automated, further opportunities to exploit the digitized data emerge. To further streamline cross border cargo movements and improve facilitation, it is necessary for the BLPA, NBR Customs, and other CBRAs to leverage existing automated systems and implement new ICT solutions. Consideration should be given to expanding system access, thereby enabling the strategic exchange of electronic data amongst public and private

stakeholders involved in the trading process through an automated ICT platform. Sharing of certain information / data amongst BLPA and the respective Customs and border management partners through existing systems or the creation of a new multi-agency Integrated Border Management System (IBMS) platform, will increase visibility of the trade chain, reduce costs and unnecessary interactions with cargo shipments.

3. Objective of the Assignment

With such an array of organizations involved with the cross-border movement of cargo, it is critical to ensure that processes are synchronized where practical and that inefficient or redundant practices are revised or eliminated. As a first step, it is important to understand the role of BLPA and Customs in relation to these various organizations and their required involvement in cross border trade. The processes utilized by BLPA and Customs need to be well understood and accurately mapped. Processes need to be periodically challenged to validate their value and to ensure that they are effective and efficient and satisfy the needs of the trading community. Once cross-border processes are efficient and automated to the extent possible, infrastructure requirements can be assessed, and plans established to reorganize and construct as required.

The main role of the ICBME is to provide assessments, recommendations, and support on policy and management aspects of cross-border/land port management, by BLPA, Customs, and other CBRA's. This includes providing suggestions on process modifications required for efficiency gains, technology and automation implementation / data synchronization, and infrastructure development needs.

4. Scope of Services

Responsibilities of the ICBME shall include but are not limited to the following:

- a) Review relevant cross-border trade and international / domestic information sharing laws and regulations of the country as required, identify relevant legislative gaps, and recommend appropriate revisions,
- b) Review existing custom clearance processes and suggest regional Trade Facilitation and Customs processing updates as required,
- c) Advise on international best practices for export, import, and transit customs procedures,
- d) Recommend good international solutions to streamline import and export procedures, harmonize data, and introduce information exchange between BLPA, Customs, and CBRA's (certificates, licenses, permits, business registration, and tax registration etc.);
- e) Provide assessment of the BLPA cargo handling processes, and process linkages to selected CBRAs, including:

- a) National Board of Revenue (NBR), Customs,
 - b) Plant Quarantine Wing (PQW),
 - c) Bangladesh Standards and Testing Institute (BSTI),
 - d) Department of Fisheries (DoF),
 - e) Bangladesh Food Safety Academy (BFSA),
 - f) Bangladesh Atomic Energy Commission (BAEC),
 - g) Department of Livestock Services (DLS); and
 - h) Other CBRA's determined through the review to be integral for cross-border trade.
- f) Review the checking and screening of private cars, buses, and pedestrian traffic, and provide suggestions for improvements for BLPA, Border Guards, Immigration, Customs and other regulatory organizations involved with the cross-border movement of travelers,
 - g) Suggest modifications in the development of infrastructure required for efficient border management, and
 - h) Any other relevant task addressed during project implementation.

5. Methodology

The Consultant will be required to carry out all duties in accordance with good international practices. This will involve conducting meetings as necessary and producing reports, presentations, and other supporting work as directed by the Project Director. The Consultant will contribute as required to complete the activities described herein.

The Consultant is expected to gather information about the current cross-border processes required to fully clear import and export shipments in Bangladesh at selected regional border points.

This review will provide clarification of cross-border trade processes, vis-à-vis the entity responsible for the process, the relevance of the process to logistics, regulatory and / or administrative requirements of BLPA, Customs, CBRA's and / or the other primary and ancillary organizations involved.

The Consultant shall provide analysis of cross-border trade processes and inter-organization logistics employed by BLPA and propose options for process improvements that will reduce the dwell time for cross-border shipments while maintaining all regulatory and administrative requirements of the relevant cross-border organizations. The Consultant is expected to gather information about the current cross-border processes required for travelers entering or departing Bangladesh at selected regional border points.




This review will provide clarification of cross-border traveler processes, vis-à-vis the entity responsible for the process, the relevance of the process to logistics, regulatory and / or administrative requirements of BLPA, Border Guards, Immigration, Customs, CBRA's and / or the other primary and ancillary organizations involved.

The Consultant will provide support and guidance for processes and procedures that are automated, or can be automated, and will provide a strategy for information synchronization where practicable and beneficial.

Based on the efficiencies gained vis-à-vis review and recommendations for process improvements, automation and data sharing, the Consultant will make recommendations for the reorganization, modifications or construction of infrastructure.

The Consultant will continually provide advice and guidance on regional issues related to cross-border management as required.

6. Deliverables and Timeframe

The Consultant will be required on an as-needed basis for a period of four years and will be responsible for the deliverables, including but not limited to the following:

No.	Activities/Deliverables	Delivery Period
1.	Mobilization	Contract Signing + two (2) weeks
2.	Inception Report	Contract signing + four (1) month
3.	As-Is report for cargo cross-border processes including BLPA, Customs and other CBRA involvement	Contract signing + two (2) months
4.	To-Be recommendations for cargo cross-border processes including BLPA, Customs and CBRA cross border involvement	Contract signing + three (3) months
5.	Proposal for information sharing priorities and strategy for implementation related to IBMS	Contract signing + four (4) months
6.	As-Is report for traveler cross-border processes, including BLPA, Border Guards, Customs, Immigration, and other CBRA involvement	Contract signing + five (5) months
7.	To-Be recommendations for traveler cross-border processes, including BLPA, Border Guards, Customs, Immigration, and other CBRA involvement	Contract signing + six (6) months
8.	Recommendations for infrastructure modifications / requirements to efficiently and effectively manage cargo and traveler requirements.	Contract signing + PIU requirement

No.	Activities/Deliverables	Delivery Period
9.	Recommendations on regional issues related to cross-border management and international best-practices.	On-going as needed Contract signing - 36 months or as directed
10.	Quarterly Report – Summarized report for all activities undertaken, completed and upcoming planned activities	Repeated each three (3) months or as directed
11.	Annual Report - Summarized report for all activities undertaken, completed and upcoming planned activities	Repeated each 12 months or as directed
12.	Final Report	Upon completion of Activities Contract signing + 36 months or as directed
13.	Audio Visual presentation of Study details findings and recommendations	Upon completion of Quarterly report/s, Annual report/s and Final report

7. Expected Qualifications of Key Professional

To ensure a high level of competence, the following represents the qualifications required to fulfil the duties required herein.

Key Professional	Preferred Experience & Qualifications
International Customs and Border Management Expert (ICBME) 01 Person 180 days (Spread over 36 months or up to June 2028)	<ul style="list-style-type: none"> • Bachelor's Degree in any related subject, including Computer Science, EEE, or Data Management System in ICT environment, with relevant training and membership in a relevant professional organization, and / or a combination of university education and at least 10 years port management, including Customs experience or in relevant field with minimum 03 years overseas (outside home country) experience, • Experience with senior level responsibility for at least one large land port, customs border station, or inland clearance facility, • Experience in cross-border trade laws and regulations, • Experience with Information and Communications Technology (ICT) regarding cross-border trade and trade facilitation, • Proven Business Process Reform (BPR) expertise, • Extensive knowledge of border management, freight logistics, trade facilitation, risk management, customs, or other relevant areas,

Key Professional	Preferred Experience & Qualifications
	<ul style="list-style-type: none"> • Extensive knowledge of cross-border trade laws and regulations, and data governance and sharing laws and regulations, • Extensive knowledge of border infrastructure, equipment, and automated systems, • Experience in drafting international recommendations in cross-border management, • Proven working experience consisting of substantial involvement in assessments evaluations, and/or reviews in related areas, • Experience working on cross border issues in Bangladesh, South Asia Region would be a plus, • Experience in donor funded projects would be a plus, • Excellent interpersonal and cross-cultural skills • Excellent written and spoken English.

8. Duration of Services

The **ICBME** will be initially hired for 180 (One hundred and eighty) days spread over 36 months (or up to June 2028). However, duration may be increased or decreased depending on the extent of need, availability of resources and performance of the expert.

9. Institutional Arrangement and Reporting

The Consultant will work under direct control of the Project Director. S/he will report directly to the Project Director with close collaboration with other officials of the Project. The Consultant shall be accountable to the Project Director for day-to-day activities.

BLPA will provide working space and office consumables for the expert at PIU premises in Dhaka. All international travel, city transportation arrangements, and accommodation will solely be the Consultant's own responsibility. If necessary, BLPA will assist in finding accommodation during his stay in Bangladesh.

BLPA may provide further reasonable assistance for Visa and other activities in connection with carrying out his/her responsibilities under the project scope, upon the request.

The **ICBME** will provide services intermittently as per need of the project. The payment will be done as per day basis (one day will constitute eight hours or half day will constitute four hours of work minimum). The per day remuneration will be inclusive of all applicable Tax and VAT as per laws of Bangladesh.




10. Reporting Obligations

- (a) Activity Report with time sheet during submission of invoice of remuneration.
- (b) Quarterly/ half-yearly summarized report,
- (c) Annual report.
- (d) Final Report.

11. Selection Method

Selection of the **ICBME** will follow the procedures for selecting Individual Consultants described in the World Bank's Procurement Regulation for IPF Borrowers, July 2016 [*Revised November 2017, August 2018 & November 2020, September 2023*] ("Procurement Regulations").

12. Location of Services

The service will be carried out in Dhaka, Bangladesh along with different land ports of Bangladesh.

