

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

Memo No. 18.15.0000.023.14.037.25-47

Dated: February 20, 2025.

Request for Expressions of Interest (REOI)
(Consulting Services – Firms Selection) (National)

Country: Bangladesh

Name of the Project: Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS) – Bangladesh Phase 1: (BLPA Component) Project

Credit No.: IDA 7166-BD

Assignment Title: Consultancy Services for RAP Implementation Consulting- (RIC) firm/ NGO (BLPA-S3)

Reference No.: BLPA-S3

1. The Government of the People's Republic of Bangladesh has received financing from the World Bank toward 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 for consulting services.
2. The consulting services ("the Services") include "Consultancy Services for RAP Implementation Consulting- (RIC) firm/ NGO". The main objective of this assignment is to select a competent implementing NGO (INGO) or consulting firm for the implementation of land acquisition and resettlement activities which will assist the PIU, ACCESS, BLPA in carrying out all required activities related to the preparation and updating of Land Acquisition Plan (LAP) and Resettlement Action Plan (RAP) as well as implementation of the approved Resettlement Action Plan (RAP) in accordance with the Legal Framework of the Government of Bangladesh and Social Safeguard Policies of the World Bank
3. The duration of the assignment is for 24 months, expected start date is July 1, 2025. The total key professional staff-months for the assignment are 144 person-months (detailed position mentioned in the TOR).
4. The detailed Terms of Reference (TOR) for the assignment can be found in the web site www.blpa.gov.bd or can be obtained at the address of the undersigned.
5. Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS) – Bangladesh Phase 1: (BLPA Component) Project now invites eligible consulting firms/ NGOs ("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. The shortlisting criteria are:
 - (i) General Experience of the Firm/ NGO (core business and years in business),
 - (ii) Relevant Experience of the Firm/ NGO: The firm/ NGO shall have experience of preparation and updating of Land Acquisition Plan (LAP) and Resettlement Action



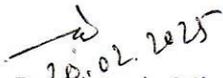


Plan (RAP) as well as implementation of the approved Resettlement Action Plan (RAP) in accordance with the Legal Framework of the Government of Bangladesh and Social Safeguard Policies of the World Bank or any other development partners.

(iii) Capability of the firm/ NGO: Technical and managerial capability of the firm/ NGO to deliver similar nature of services.

(iv) Working experience in development partner funded projects will be an added advantage

6. The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" September 2023 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.
7. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.
8. A Consultant will be selected in accordance with the QCBS (Quality and Cost Based Selection) method set out in the Procurement Regulations.
9. Further information can be obtained at the address below during office time.
10. Expressions of interest must be delivered in a written form, one (1) hard copy and one (1) soft copy (MS Word/Pdf format- copy paste enabled, in CD or DVD or Flash Drive) by March 12, 2025 up to 02.00 p.m. to the address- Md. Ruhul Amin Miah, Project Director (Joint Secretary), Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS) – Bangladesh Phase 1: (BLPA Component) Project, Land Port Building, Plot No. F-19/A, Sher-E-Bangla Nagar, Agargaon, Dhaka-1207, Bangladesh.


20.02.2025
(Md. Ruhul Amin Miah)
(Service ID-15346)
Project Director (Joint Secretary)
Land Port Building
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E-mail: pdaccessblpa@gmail.com

Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS)- Bangladesh Phase 1: (BLPA Component)

TERMS OF REFERENCE (ToR)

of

Consultancy Services for RAP Implementation Consulting (RIC) firm/ NGO (BLPA-S3)

1. BACKGROUND

The Government of The People's Republic of Bangladesh has received a USD 270 million Credit from the International Development Association (IDA) – a member of the World Bank Group – for financing the cost of the Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS)- Bangladesh Phase 1: being jointly implemented by the Bangladesh Land Port Authority (BLPA), National Board of Revenue (NBR) and Roads and Highways Department (RHD) with the objective to increase the efficiency and resilience of trade and transport along selected corridors in Bangladesh. The major investments under the project will be for infrastructure to improve existing conditions and expansion to facilitate Bangladesh's trade with neighboring India, Bhutan and Nepal so that the passengers, producers, traders and transport services providers as well as communities living around the project corridors will be benefitted. Now the BLPA intends to apply part of the project funds for procuring the services for RAP implementation to assist BLPA in conducting necessary surveys and activities for update and implementation of the approved Resettlement Action Plan (RAP) in accordance with ESMF at Benapole, Bhomra and Burimari land ports.

The Resettlement Action Plan (RAP) has been prepared following the Acquisition and Requisition of Immovable Property Act (ARIPA) 2017 and World Bank's (WB) Environmental and Social Framework, Specifically ESS-5 "Land Acquisition, Restrictions on Land and Involuntary Resettlement" and will be implemented by Bangladesh Land Port Authority (BLPA) under the Ministry of Shipping with the financial assistance of World Bank.

Land acquisition and resettlement procedure will be done by BLPA and funds will be provided by BLPA based on the financial plan agreed by the Government of Bangladesh and the World Bank. Relocation of displaced persons, squatters, encroachers and lessees, their R & R will be considered as an integral component of the project activities. The rehabilitation and training to the potential affected persons will be provided under the income and livelihood restoration program based on vulnerability and needs assessed through a special census and consultation exercise. Total 215.114 Acres of land to be acquired for 3 land ports. Total number of PAPs around 949 households, 196 for Tenant/Rental, 106 for Elderly Headed Household, 103 for Female Headed Household, 69 for Low Income PAPs, 270 for Wage Labor, 156 for Business and 9 for disable headed households.

The **annex provides** a synopsis of available information for the proposed land ports. The Consultant is advised to use this information as a reference and is required to conduct due verification, as necessary.

2. OBJECTIVES OF THE NGO/CONSULTING FIRM

The main objective of this assignment is to select a competent implementing NGO (INGO) or consulting firm for the implementation of land acquisition and resettlement activities which will assist the PIU, ACCESS, BLPA in carrying out all required activities related to the preparation and updating of Land Acquisition Plan (LAP) and Resettlement Action Plan (RAP) as well as implementation of the approved Resettlement Action Plan (RAP) in accordance with the Legal Framework of the Government of Bangladesh and Social Safeguard Policies of the World Bank. The consulting firm/NGO shall report the progress of the LA and RAP implementation in a regular periodic (monthly, quarterly and semi-annually) manner.

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3. GENERAL SCOPE OF WORK

- (i) The implementing INGO/Consulting firm will be reportable to the Project Director, who will select and hire the INGO/Consultant firm for the implementation of Land Acquisition (LA) & RAP of the project including compliance with the development partner under the supervisory guidance of Project Management and Supervision Consultant (PMSC). The INGO/Consulting firm will be responsible for the effective, timely and efficient implementation of the RAP with full transparency. It must ensure the highest standards of accuracy in all aspects of the implementation activities. It shall particularly ensure that all Entitled Persons (EPs) irrespective of their title are paid due compensation and resettlement benefits and that all data provided are accurate and reliable. General scope of work of the INGO/Consulting is to (i) assist PIU in preparing/updating LAP(s) and RAP(s) and ascertain consent from affected communities on the final RAP through consultations and stakeholder participation; (ii) carry out and verify the project affected person (PAP) census and inventory of losses (IOL) data including community property resources (CPRs); (iii) assist PIU in management of PAPs data and documentation (MIS) for payment of compensation/resettlement benefits to physically and economically displaced persons; (iv) help displaced persons in the process of relocation/resettlement/rehabilitation; (v) assist PIU in the management of grievance and redress process; (vi) develop and implement livelihood and income restoration programs for the eligible project affected persons; (viii) maintain close coordination with PIU staff, DC's offices, departments/line agencies, local government officials in the performance of tasks.

4. SPECIFIC SCOPE OF WORK

The INGO/Firm Consultant () will carry out the following tasks on its best ability and endeavors:

Task-1: Preparation and Update of LAP

The resettlement implementing NGO/Consulting firm will prepare LAP/review and update of the existing LAP in consultation with the PIU to minimize the resettlement impact. The INGO/Consulting firm will assist PIU, BLPA in (i) revising the existing LAP(s) regarding the detailed measurement survey, the engineering requirements and field conditions, and the reasonable acceptance of the DCs' offices; (ii) preparing necessary numbers of segmented LAPs in consultation with the PIU, BLPA (if required), and producing necessary documents for submission to the DCs' offices and the final LAP for approval of BLPA; (iii) reviewing the plot indexes and the LAP by collecting the latest mouza maps and 'Parcha/Khatian' (in Bangla) (i.e. land records in government land offices); (iv) carrying out the further survey in coordination with the DCs' offices; (v) providing logistic support during the survey conducted by DCs, Assistant Commissioner (ACs) for Land, (vi) submitting LAPs in DCs' offices, etc. The final LAP will be consistent with the requirement of ARIPA 2017.

Task-2: Project Information Campaign, Public Consultation, final RP endorsement

The resettlement implementing NGO/Consulting firm will design, plan and implement an information campaign in the affected areas primarily to inform the PAPs about the entitlement policy and how to avail their respective entitlements. The campaign would include measures such as distribution of information booklets, leaflets, notices and other materials among the PAPs, carrying out community meetings, public announcements and any other measures necessary to provide information to all PAPs in the project area. The INGO/Consulting firm will also provide assistance to the PIU to disclose the final RAP to the affected communities for their endorsement prior to implementation. In addition, the INGO will establish access to information and records of land acquisition in the LA section of the DC offices with assistance from the PIU.

Task-3: Resettlement Action Plan (RAP) updating and finalization

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Subject to the final alignment of the project components the resettlement NGO/Consulting firm will support PIU in the preparing/updating and finalizing the RAP. The final RAP will be submitted to the PIU for approval. After review, the PIU will submit to the World Bank for review and approval before implementation.

Task-4: Identification of entitled persons and issuance of Identity (ID) cards

Consult census/survey data and prepare final list of affected households, commercial business enterprises and community establishments for issuance of ID card. The ID card will be prepared by the INGO/Consulting firm with the photograph of the entitled PAPs and issued by the PIU. The photograph will be attested by the Local Government Institutions (LGI) representative and pasted on ID card. The Card will be signed jointly by the Area Manager of the resettlement INGO/Consulting firm and PMU staff nominated by the Project Director.

Task-5: Assistance to BLPA in payment of resettlement benefits to EPs: The resettlement INGO/Firm will assist PIU, BLPA in processing entitlements for the EPs and making payment of resettlement benefits to them. The INGO/Firm will compile and process data and develop & operate a menu-driven computerized Management Information System (MIS). The INGO/Firm will prepare EP files with type and quantity-wise losses and Entitlement Card (EC) mentioning the amount of compensation/benefits for each of the EPs. The INGO/Firm will also prepare payment debit vouchers to facilitate PIU, BLPA in payment of compensation. The PIU, BLPA will disburse payment vouchers in the name of entitled persons in public places in the presence of LGI representatives issuing prior notice.

Task-6: Assistance to PAPs during relocation and finding replacement land

The resettlement INGO/Consulting firm will assist the PAPs who will need displacement during the pre and post-relocation period in close coordination with the Resettlement Advisory Committee. The INGO/Firm staff will also assist displaced persons, where necessary, in preparing grievance redress cases for consideration by the Grievance Redress Committee (GRC).

Task-7: Assistance to PIU, BLPA for the affected households' livelihood and income restoration program (LIRP) in the project areas: The appointed INGO/Consulting firm will assist PIU, BLPA in implementing livelihood income rehabilitation and community development in the project areas. The INGO/Consulting firm will prepare the LIRP for PIU, BLPA to ensure the rehabilitation and restoration of income and livelihood of the vulnerable and significantly affected households due to land acquisition and resettlement activities of the project. The INGO/consulting firm will prepare detailed activities and schedule of the program including the criteria of the eligible PAPs to be included in the program.

5. SCHEDULE AND DETAILTASKS

The RAP will be implemented over a period of 2 years with effect tentatively from July 2025 to June 2027 The resettlement assistance INGO/Consulting firm will assist PIU, BLPA but not necessarily limited to the following:

Task-1: Prepare and Update of Land Acquisition Plan and Resettlement Process Preparation, RP updating and implementation

Soon after mobilization, Assist PIU, BLPA in (i) revising the existing LAP(s) regarding the detailed measurement survey, the engineering requirements and field conditions, and the reasonable acceptance of the DCs' offices; (ii) preparing necessary numbers of segmented LAPs in consultation with the PIU, BLPA (if required), and producing necessary documents for submission to the DCs' offices and the final LAP for approval of BLPA; (iii) reviewing the plot indexes and the LAP by collecting the latest mouza maps and 'Parcha'/Khatiam' (in Bangla) (i.e. land records in government land offices); (iv) carrying out

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further survey in coordination with the DCs' offices; (v) providing logistic support during the survey conducted by DCs, Assistant Commissioner (ACs) for Land, etc.

Task-2: Prepare and Update RAP

Soon after mobilization, with the assistance of the safeguard team of PIU, BLPA, INGO/Consulting firm will conduct the verification on the census of the PAPs to finalize and/or update the RAP under the guidance of Project Management and Supervision Consultant (PMSC). The NGO/Firm will compare the field-level data with the established database and check the available video films for any discrepancies. The INGO/Consulting firm will analyze data and prepare/update RAP which will be submitted to PIU, BLPA for their peruse and approval.

Task-3: Joint Verification and Valuation of Property

The INGO/Consulting firm will participate in the assessment of the affected properties and identification of their owners/users by the Joint Verification Committee (JVC) including video filming of the alignment and logistic support. Both JVC and the person concerned should sign verification records for each affected person. Disputes are also to be recorded. The INGO/Consulting firm will collect, compile and process the data regarding the valuation of property by the Property Valuation Advisory Committee (PVAC) for the determination of the replacement market value of the property affected.

Task-4: Issuance of Notice under Section 4(1)

In consultation with PIU, BLPA, the INGO/Consulting firm will assist and maintain liaison with DC for issuance of notice Section 4(1).

Task-5: Information Campaign and Resettlement Plan Disclosure

The INGO/Consulting firm will carry out consultation regarding policies and their entitlements as approved in the Resettlement Plan and collection of legal documents required to claim compensation. Property owners require being advised/helped by INGO/Firm to gather all required documents. The affected people will be made aware of the GRC procedures for disputes over claims.

Task-6: Assessment and Valuation of the Acquired Properties

The INGO/Consulting firm with Safeguard Implementation Unit (SIU) officials of PIU, BLPA will maintain liaison with the DCs' staff to record the quantity assessed by JVC and the value of the properties in accordance with the acquisition law and market price determined by PVAC.

Task-7: Preparation of Individual Entitlements

The INGO/Consulting firm will prepare individual entitlements (entitled persons file and entitlement card) considering recommendations of the JVC and PVAC.

Task-8: Revision of cost estimate and budget

The INGO/Consulting firm will assist PIU, BLPA in revising the budget in view of the JVC findings and PVAC recommendations, which will be approved by PIU, BLPA.

Task-9: Issuance of Notice under Section 7(1)

The INGO/Consulting firm will assist DCs' offices and maintain liaison with PIU, BLPA during the issuance of notice under Section 7(1) by DC and inform the owners to present required documentation for collecting Cash Compensation under Law (CCL).

Task-10: Issuance of Notice under Section 8(3)

The INGO/Consulting firm will assist DCs' offices and PIU, BLPA during the issuance of notice U/S 8(3) by DC. If the legal documents are not up to date, disputes may arise. In such cases, the INGO/Consulting firm will assist the affected persons in updating legal papers. Meanwhile, GRC will be functional to resolve compensation-related disputes.

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Task-11: Issuance of ID Cards to legally identified owners

The INGO/Consulting firm will assist PIU, BLPA to issue ID cards to those PAPs whose legal ownership is established with DC and have no further disputes. The INGO/Consulting firm will be responsible for preparing and distributing ID cards and the PIU, BLPA will be responsible for issuing them. The ID card will comprise the name, father's/spouse's name, detail address with loss type of the EPs and it will be endorsed by both the INGO/Consulting firm and PIU, BLPA representatives.

Task-12: Issuance of ID Cards to eligible non-titled affected persons

The INGO/Consulting firm will assist PIU, BLPA to issue ID cards to those whose legal ownership is not established with DC but socially recognized as squatters/*uthuli* and encroachers on the affected land. The NGO will be responsible for preparing and distributing ID cards and the PIU, BLPA will be responsible for issuing it. The ID card will comprise name, father's/spouse's name, detail address with loss type of the EPs and it will be endorsed by both the INGO/Consulting firm and PIU, BLPA representatives.

Task-13: Disbursement of Cash Compensation under Law (CCL)

The INGO/Consulting firm will assist affected persons in arranging legal documents of land and collecting CCL while legal owners will be asked by the DC to submit all required documents to DC's office for collecting CCL. They will also assist DC's offices in disbursing CCL to the PAPs.

Task-14: Finalizing Additional Individual Entitlements for those covered by law

The INGO/Consulting firm will determine and finalize additional payment as a Resettlement Assistance, if any, over the CCL amounts for the affected persons.

Task-15: Disbursement of Compensation in the form of Resettlement Assistance

The INGO/Consulting firm will assist PIU, BLPA in disbursing compensation to non-titled owners. They will cooperate with the External Monitoring Agency to review the records of payment. The INGO/Consulting firm will prepare Entitlement Card (EC) to assess the benefits to be paid as per the RAP entitlement matrix. The PIU, BLPA will disburse account payee cheques to the EPs with prior approval of the indent from the Project Director which was produced by INGO/Consulting firm.

Task-16: Disbursement of additional grants/allowance

The INGO/Consulting firm will assist PIU, BLPA in processing grants/allowances as a Resettlement Assistance payment to the entitled persons (EPs) as per entitlement matrices of the RAP aligned with ESSs of the WB. The INGO/Consulting firm will prepare an Entitlement Card (EC) and Indent to make payment to PAPs which will need prior approval of the Project Director before making payment.

Task-17: Land hand-over to BLPA

The DCs will pay CCL and will hand over land to the PIU, BLPA. The INGO/Consulting firm will (i) support the DC offices in preparing the final and acquired Plot Schedule and the arrangement of land handover to BLPA; (ii) assist PIU, BLPA by providing logistic support; (iii) support for necessary arrangements of inter-ministerial Land Handover to BLPA in case of government-owned land; (iv) assist in settling the litigation, publishing Gazette for land; (v) support in mutation process; and (vi) (i) assist in the demarcation process of project boundary including providing materials and logistic support, etc.

Task-18: Assist PIU, BLPA in preparing the land lease agreements with the eligible PAPs

The INGO/Consulting firm will assist PIU, BLPA and the eligible affected persons in drafting land lease agreements, if required. Terms of use and the length of the lease will be determined by consultations with stakeholders.

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Task-19: Assist PIU, BLPA in negotiated Settlement

The INGO/Consulting firm will assist PIU, BLPA and the eligible affected persons in negotiating on land settlement, if required.

Task-20: Assist PIU, BLPA in Grievance Redress Mechanism

The INGO/Consulting firm will assist PIU, BLPA in the grievances redress process of the project during the land acquisition and resettlement process and construction stages. Among other things the INGO/Consulting firm will (i) ensure that the PAPs are fully aware of the grievance redress procedure and the process of bringing their complaints to the grievance redress committees (GRCs); (ii) assist the PAPs in any usual manner (e.g., preparing applications, accompanying them to the hearing and explaining the grievance to the GRCs and to bring the complaints to the committee; (iii) impartially investigate the validity of the complaints and try to settle them amicably, fairly and transparently before they go to the redress committee or the courts of law; (iv) For more focused work in this area, the INGO/firm will prepare a list of problem cases (based on ownership and other disputes detected while checking the status of documents, information from the PAPs themselves and other sources) which would be updated as and when necessary, while RAP implementation progresses. In doing so, the INGO/firm will pay special attention to the problems and needs of the vulnerable PAPs, etc.

Task-21: Livelihood and Income Rehabilitation/Restoration Program

Following the appointment the NGO/firm will conduct social and economic assessment in the project affected communities to develop detailed programs and activities on livelihood and income restoration programs. The program will be discussed and agreed with BLPA Safeguard Implementation Unit in order to meet the livelihood restoration objectives.

The appointed NGO/firm will have the responsibility to support the physically and economically displaced affected people (in all project areas) to:

- i. Assist the relocated PAPs to find and monitor the purchase of the replacement lands for the displaced farmers, households, businesses to ensure they will be able to continue their occupation and livelihood after their land and/or houses are acquired by the project;
- ii. Rehabilitate and reconstruct their income generating activities of the economically displaced households through occupational/ live skills re-training, livelihood improvement, home industry and micro-credit scheme;
- iii. Assist the eligible PAPs in managing/investing working capital provided by the project to ensure their future livelihood activities;
- iv. Assist PIU in identifying replacement place for the relocated community business enterprises (CBEs);
- v. Inform and assist the competent PAPs on the job opportunities in the project works;
- vi. Inform the contractors on the interests and priorities of employments in project sites reserves for the competent PAPs;
- vii. Ensure the reconstructions and assistance by the contractors to rebuild the affected community properties/ facilities affected by the project activities; and,
- viii. Assist the vulnerable households in improving their livelihood conditions

Task-22: Assist BLPA to ensure Support to the Vulnerable APs

The appointed NGO/firm will have the responsibility to ensure special provision, as detailed in the project resettlement plan, provided to the vulnerable affected people.

Task-23: Management of AP data base and information system

The appointed NGO/firm will collect and maintain the computerized census and socio-economic survey (SES) data related to the pre-acquisition condition of the affected households and the nature and magnitude of all categories of losses as well as the compensation thereof to be determined by DC and the Joint Verification Committee (JVC). They should update the data based on final design. It will also

maintain all compensation payment related data. All essential information will have to be generated by using one or more menu-driven MIS. Among other things, the NGO will:

- (i) Design and develop a web-based database to manage land acquisition and resettlement data and to generate reports. This database will help for preparing EP file and EC, calculating, updating, and processing payment, progress and performance and monitoring.
- (ii) Maintain computerized baseline socioeconomic databases and collect supplementary information as and when necessary and update them, during implementation.
- (iii) Collect and computerize data on individual losses and the compensation thereof, as determined by DC and JVC for all legally and socially recognized PAPS.
- (iv) Collect and computerize all information on market survey and assessment of property and their owners by the PVAC (Property Valuation Advisory Committee), process data and compile reports for the PVAC recommended replacement value of land and other property.
- (v) Collect and computerize all information related to different types of payments and additional support as required by the RAP provided to the affected persons and update the AP file and EC.
- (vi) Record and maintain details of the issues/ disputes causing delay in the disbursement/receipt of compensation and the persons involved in them, including the cases brought to the courts of law.
- (vii) Document information on the cases, with reasons, brought to and resolved by the GRC, with decisions going in favor of or against the complainants.
- (viii) Collect and maintain relocation information on the homestead losers by categories of displaced households, community-based enterprises (CBEs) and community property resources (CPRs).
- (ix) Monitor all land acquisition and resettlement related activities and prepare fortnightly and other periodic reports based on database on behalf of BLPA highlighting progress in all land port sites under project. The report will be shared with the PIU, BLPA regularly.
- (x) Prepare an operating manual of database and impart training to the PIU, BLPA and other relevant stakeholders on database operation.

Task-24: Social Safeguard related other activities

The INGO/Consulting Firm (INGO) shall will

- (i) Conduct awareness campaigning on, SEA/SH, GBV, HIV/AIDS and Anti-Human Trafficking along with BLPA to the communities in the surrounding the project area in correlation with other relevant Governmental and non-government local agencies and ensure that at least 30% women are participated in these activities;
- (ii) Carry out Road Safety Awareness Campaigns to the communities along the approach road to the port area with assistance of BLPA in coordination with other relevant governmental and non-governmental local agencies and ensure that at least 30% women are participated in these activities;
- (iii) Conduct awareness campaigns on Women's Personal Safety for Port Area User's to women in the port area with assistance of BLPA in coordination with other relevant governmental and non-governmental local agencies; and
- (iv) Document the implementation of the above programs/activities and provide monthly, quarterly, semi-annual and annual monitoring reports to the PIU.

Task 25: Monitoring and Supervision

The INGO/Consulting firm will

- (i) Install and use a user-friendly menu driven software (as mentioned in Task-23) to generate progress reports for real time monitoring of progress;
- (ii) Provide interface to use the software by the PIU, the INGO/Consulting firm and the Construction Supervision Consultant (to be appointed by the Client later) so that all the parties are aware of the progress and problems instantly; and
- (iii) In addition to regular reports, generate information/reports on real time basis as per project requirement.

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Task-26: Coordination Meeting

The INGO/Consulting firm shall arrange/participate monthly and periodic coordination meetings with the PIU, and the other representatives of BLPA, the government departments and other stakeholders as necessary on regular basis and shares the outcome with the PIU at least monthly basis.

Task-27: Progress Reporting

The INGO/Consulting firm shall be responsible to

- (i) Provide fortnightly brief report on matters/issues hindering implementation of RAP and land Acquisition on timely basis;
- (ii) Provide monthly, quarterly and annual progress report which are described in section 8 below.

Task-28: Site Office Establishment

The INGO/Consulting firm shall establish and maintain suitable camp office and site office for PAP-friendly RAP implementation.

Task-29: Miscellaneous Activities

The INGO/Consulting firm will carry out any other tasks relevant to this assignment and related to this project but not mentioned in the above.

6. CONSULTANT/INGO INPUTS

Overall work activities and performance will be monitored and evaluated by PMSC and PIU Safeguard Implementation Unit. The assignment shall be carried out over a period of 24 (Twenty-Four) months from the date of commencement. It is anticipated that approximately 144 person-months of input by Key Experts for INGO/Consulting Firm will be required. But the INGO/Consulting Firm may propose alternative staffing arrangement required to complete the assignment as described above and to meet the output and reporting requirement.

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Table-1: Required Key Experts

No.	Title of the Position	Academic Qualification and Relevant Experience	No. of Position	Time Input in Person-Month
K-1	Team Leader/ Land Acquisition and Resettlement Expert	<ul style="list-style-type: none"> • M.Sc./MSS/MA or Equivalent • Minimum 15 years of professional experiences • Minimum 10 years of experience in social development resettlement planning • Minimum 5 years as Team Leader • Experience in WB/ADB funded project • Expertise in report writing 	1	24
K-2	Community/Livelihood Awareness Campaign Specialist	<ul style="list-style-type: none"> • M.Sc./MSS/MA or Equivalent • Minimum 10 years of professional experiences • Minimum 08 years of experience in livelihood/social development resettlement planning and implementation • Minimum 05 years as awareness building and campaigning in urban/rural areas • Experience WB/ADB funded project 	1	24
K-3	Gender Development and SEA/SH Specialist	<ul style="list-style-type: none"> • MSS/ MA/M.Sc./ or Equivalent • Minimum 05 years of professional experiences • Minimum 03 years of experience in Gender Development planning with preferably SEA/SH focus and implementation in resettlement work 	1	24
K-4	Area Manager	<ul style="list-style-type: none"> • B.Sc./BSS/BA or Equivalent • Minimum 10 years of professional experiences • Minimum 5 years of experience in resettlement implementation work 	3	3x24=72
Total=			6	144

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Table-2: Required Non-Key Experts (National)

No.	Title of the Position	Academic Qualification and Relevant Experience	No. of Position	Time Input in person-Month
NK-1	Facilitators	<ul style="list-style-type: none"> • B.Sc./BSS/BA or equivalent • Minimum 05 years of professional experiences • Minimum 3 years of experience in resettlement implementation work 	3x2=6	6x24=144
NK-2	Computer Operator	<ul style="list-style-type: none"> • B. Sc. In Statistics/Computer Science/ Computer Engg./ Mathematics. • Minimum 03 years of professional experiences • Minimum 02 years of specific experiences. 	3	3x24=72
NK-3	Office Assistant	<ul style="list-style-type: none"> • SSC or equivalent 	3	3x24=72
Total=			12	288

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7. OUTPUT AND REPORTING REQUIREMENTS

- (i) The INGO/consulting firm shall carry out activities according to the following time schedule and submit reports about the activities and outputs. The report outline will be finalized with the consultation of PMSC and PIU, BLPA. Adjustment to the outlines may be proposed by the consultant (INGO) according to the field situation but will be subject to the employer's approval.
- (ii) The INGO/consulting firm shall submit all reports/deliverables in English and Bangla language in both hard and electronic copy along with all raw data. The reports shall be forwarded to the World Bank. The PMSC, PIU, BLPA and World Bank will review the reports and give suggestions and modifications to be incorporated in the final version. INGO/consulting firm will resubmit the reports with an incorporation of provided comments of PMSC, BLPA and other stakeholders (if any).

Table-1: Reporting Requirements

Report	Description/Technical Accomplishments	Submission Deadline Timeline
1. Inception Report (6 hard copies along with electronic copy and raw data)	Description of project and proposed methodology of works; comments on the ToR and assignment for this Contract/Package, staffing schedules, activity performed, activity schedule/plan for implementation and observation and challenges.	30 days after commencement of the assignment
2. Monthly Progress Report (2 hard copies)	Draft Progress Report will include implementation progress of RAP and land acquisition, money spent from the RAP budget and the likely funding requirements in accordance with the updated RAP, barriers of implementation, recommendation for overcoming the barriers, work plan for the next reporting period, input use and financial status of the INGO/Firm's contract, etc.	Within 7 working days of the end of the respective months.
3. Quarterly Progress Report	Ditto	Within 10 working days of the end of the respective quarters.
4. Half yearly progress report	Ditto	Within 10 working days of the end of the respective half-year.
5. Final Report/Project Completion Report (6 hard	Final Report on the implementation of the Resettlement Action Plan which will	At the end of the contract period.

copies along with electronic copy and raw data)	include status of all land acquisition and resettlement activities which INGO/consulting firm has carried out during the contract period.	
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8. PAYMENT SCHEDULE

- 1st Payment: 10% of contract amount as advance payment against submission of Bank Guarantee.
- 2nd Payment: 10% of contract amount upon submission of inception report within one months of contract sign and accepted by the client.
- 3rd Payment: 20% of contract amount upon submission of Updated Half-yearly Progress Report-1 on Implementing Resettlement Action Plan (RAP) within six months of contract sign and accepted by the client.
- 4th Payment: 20% of contract amount upon submission of Updated Half-yearly Progress Report-2 on Implementing Resettlement Action Plan (RAP) within twelve months of contract sign and accepted by the client.
- 5th Payment: 20% of contract amount upon submission of Updated Half-yearly Progress Report-3 on Implementing Resettlement Action Plan (RAP) within eighteen months of contract sign and accepted by the client.
- 6th and Final Payment: 20% of contract amount as Final Payment shall be paid upon submission of the Final/Report at the completion of the assignment and duly accepted by the Client.

9. CLIENT'S INPUT

- The Client Provides Land Acquisition Plans, Resettlement Policy Framework, and any other required relevant document.

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Annex: Available information for the proposed land ports namely Benapole, Bhomra and Burimari

Brief Description of the Project:

The proposed project will support to upgrade existing facilities of Benapole, Bhomra, and Burimari land ports which are critical for trade with India, Bhutan and Nepal. The project will seek to ensure a holistic development of the proposed land ports, underpinned by enhanced border agency collaboration and coordination and improved terminal management.

i) Benapole Land Port:

Benapole-Petrapole is the largest land border crossing in South Asia in terms of freight traffic and value of goods. The expansion and development of Benapole land port with modern facilities would reduce congestion and enhance capacity of truck flows from Petrapole ICP (Integrated Check Post) (India side). Currently, the Petrapole ICP has the capacity to handle 700-750 export trucks but clears only 370 trucks, as the present infrastructure, systems, and processes at Benapole does not match the facilities of its Indian counterpart.

Current Scenario: Benapole land port is the largest land port in Bangladesh operated by the Bangladesh Land Port Authority (BLPA). This port is handling about 80 percent of the total export-import of the country that are made through land routes. Now it has an area of about 86 acres of land with 32 godowns with a capacity of 36000 metric tons. It has a truck terminal which can accommodate only 1,000 trucks per day, 05 open yards which are used for temporary storage of imported goods waiting for customs' clearance and delivery by Bangladeshi trucks. There is also another yard dedicated for import of vehicles and vehicle chassis from India. The vehicle yard can accommodate from 500 to 600 chassis. This land port handles around 600-700 trucks per day surpassing the existing facilities and the port is facing difficulties in accommodating increasing freight demand.

The port has transshipment yard with a limited number of sheltered bays that are used for direct transfer of perishable goods from Indian trucks to Bangladeshi trucks. Due to the lack of available space for perishable goods transshipments facility many of the trucks have to dwell for significant periods of time.

In the port a large number of trucks have to move around the various storage godowns, open yards and transshipment yard causing a great deal of congestion and increasing further dwell times for cross border trade movements. There is a truck terminal for Indian lorries awaiting for marshalling to godown, open yard or transshipment yard, but there is no equivalent marshaling area for Bangladeshi trucks arriving to pick up the import shipments for delivery. Due to the lack of a Bangladeshi truck terminal, they have to park on the main roadway causing significant traffic congestion in the vicinity.

ii) Bhomra Land Port:

Bhomra-Ghojadanga is the second largest land port between Bangladesh and India. The Land Port has seen increasing demand due to congestion at Benapole-Petrapole, which is expected to continue with completion of the Padma Multipurpose Bridge. The traffic forecast indicates a future annual growth of 8 percent. Traffic demand for trucks is forecasted at 1,650 per day by 2030, up from the 650 currently catered by the port. The proposed project would support the 2nd of a three-phased modernization plan for Bhomra. The first phase is being supported the World Bank through the on-going ACCESS Project. .

Current Scenario:

Bhomra land port is located within about 250 meters of zero point – border line with India. It has an area of about 25.00 acres with a storage capacity of 1600 metric tons. It has 02 warehouses but no

refrigerated capacity, 04 open yard of 33000 square metre and 01 transshipment shed. About 600 trucks enter the Land Port from Indian and 50 trucks (Bangladesh registered) carry exports to India every day. Bangladesh trucks carrying exports are processed by the Land Port on Indian side.

The main imports are crushed stones, limestone lumps, veneer, plywood, apple, orange, dried fish, and other perishable goods. The main exports are cotton, juice, chocolate, soap, and plastic. But different classes of goods are stored in the same location due to lack of necessary storage areas to allocate to different classes of goods.

There is no major built-up area between the land port and the border with India. Trucks have to queue up outside and back into the Indian side of the border awaiting free space inside the truck terminal. The land port has a limited capacity of transloading, largely using a docking bay where trucks reverse into an unloading bay with a Bangladeshi lorry waiting on the other side. Bulk goods comprise the majority of commodities. Perishable goods arrive and are processed in the morning when it is still cool.

An important import material through this port is crushed stones that generate dense particulate matter and thus, the dust is pervasive everywhere threatening the environment of the port and its vicinity.

iii) **Burimari Land Port:**

Burimari land port is located within about 200 meters of zero point – border line with India Burimari-Changrabandha is the designated land port for trade to and from Bhutan. The Land Port Authority of India (LPAI) has approved plan for developing integrated check post (ICP) at Changrabandha which will be completed and fully operational in very short time.

Current Scenario:

At present it is unable to meet increasing freight flows, leading to congestion and delays in border crossing time. It has an area of 11.50 acres with a storage capacity of 18,000 metric tons. It has 03 warehouses but no refrigerated capacity, and an open yard. About 250 trucks enter the Land Port from India and 50 trucks (Bangladesh registered) carry exports to India every day. Bangladesh trucks carrying exports are processed by the Land Port on Indian side.

The main imports are Dolomite powder, stone boulders, limestone lumps, talcum powder, railway sleepers, veneer, plywood, apple, orange, dried fish, and crushed stones. The main exports are cotton, juice, chocolate, soap, and plastic. But different classes of goods are stored in the same location due to lack of necessary storage areas to allocate to different classes of goods.

There is no major built-up area between the land port and the border with India. Trucks have to queue up outside and back into the Indian side of the border awaiting free space inside the truck terminal (i.e., marshalling yard). The land port has a limited capacity of transloading, largely using a docking bay where trucks reverse into an unloading bay with a Bangladeshi lorry waiting on the other side. Bulk goods comprise the majority of commodities. Perishable goods arrive and are processed in the morning when it is still cool.

An important import material through this port is river boulders. A large number of stone crushers are generating dense particulate matter and thus, the dust is pervasive everywhere threatening the environment of the port and its vicinity.

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