

Detailed Personnel with Qualification & Responsibilities of TA Firm

Sl No.	Location	Position	No.	Man-Months	Minimum Qualification	Responsibility
Part A: Consultants						
Senior Consultant						
1	PMU	Project Team Leader/Sr. Water Supply Specialist	1	54	<ul style="list-style-type: none"> Masters in Civil/ Water Resource/Environmental or equivalent in Engg. with Bachelor Degree in Civil/ Water Resource Engg. Minimum 15 years experience in preparing Master Plans & feasibility studies, design and implementation of large-scale water supply projects especially 5 (Five) years experience in Piped water Supply Sector in Bangladesh or its adjoining regions. Familiarity With NWSSSP, National Water Policy, National Arsenic Mitigation Policy and WB'S Environmental Guidelines. Working experience with Donor Assisted Government Project. Skill in Computer aided design of Water Supply System. Must have physical fitness for field trip and work supervision. 	<ul style="list-style-type: none"> Lead the TA and will be responsible for overall management and supervision of the consultant team and liaison with members of the PMU, PIU and other government and non-governmental stakeholders as required for the successful implementation of the project. Ensure close co-operation with and assistance to the PD for effective and efficient implementation of the project. Prepare and implement achievable annual work plan. S/he will be responsible for all deliverables under the contract in a timely manner with acceptable standard. Ensure proper application of Environmental and Social framework. Ensure execution of all activities including prefeasibility, feasibility, engineering design, cost estimates, drawings, supervision etc. as defined in the overall scope of works. Identify and mapping the suitable water supply options in the project implementation areas. Provide training and capacity building inputs to TA personnel for smooth implementation of the project. Initiate and implement best-practice project management procedures, software, and M&E systems for efficient implementation support and monitoring. In co-ordination with PMU, prepare/revise/adapt model documents and guidelines for implementation of different components and activities (e.g. bid documents for water supply schemes). Prepare toolkits and guidelines for participating DPHE Upazila office/ on performance requirements, data collections, and reporting requirements. Design and conduct workshop and training programmes, maintaining liaison

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• Mid-Level Consultants						
2	PMU	Social Development Specialist	1	18	<ul style="list-style-type: none"> Bachelor Degree in Sociology/ Anthropology/Social Welfare, coupled with a Master degree in any of the above areas; At least 10 years' experience in community development and social mobilization aspects of rural/semi-urban areas spanning identification of the community needs, organizing the community, carrying out focus group discussions, rapid appraisals and relevant motivational aspects of rural communities, especially spanning water supply and sanitation are a requirement; Must have physical fitness for field trip and community. 	<ul style="list-style-type: none"> with PMU. Prepare and transmit monthly, quarterly, and annual reports, periodic financial management reports, and a PCR as stated in the reporting requirements. Ensure the transfer of technology in a systematic way. Carry out all other tasks and activities as required for successful project implementation.
• Mobilize community members, women's groups, vulnerable groups etc. and raise awareness about the objectives and procedures of the project, and update them on the progress of project implementation and achievement;						
• Mobilize women, the poor and other vulnerable groups in project activities and consultations, in gender sensitization at all levels of the selected Unions, and in building capacity of women to articulate and express their needs and preference.						
• Assist the Upazila/Union Parishad in developing and implementing the Gender Action Plan.						
• Support in operationalization of the Project communications.						
• Assist in monitoring behavioral changes of women and girls where all poor households are still not supplied with piped water.						
• Ensure women's participation and their involvement in the design, implementation, including providing equal opportunity in recruitment in the WSS unit, or in operation and maintenance contracts.						
• Organize and coordinate public awareness campaign, and community mobilization for implementation of household connection to the piped water system, and highlight information on payment options to encourage regular payments.						
• Support interaction between union parishad and community to ensure regular flow of feedback.						

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Sl. No.	Location	Position	No.	Man-Months	Minimum Qualification	Responsibility
3	PMU	Financial Specialist	1	18	<ul style="list-style-type: none"> Bachelor degree in Finance, Accounting or relevant field. 10 years of relevant experience in discharging fiduciary responsibilities. Preference will be given those having relevant experience on multi-lateral Banks' operating and reporting requirements. 	<ul style="list-style-type: none"> Establish linkages with microcredit institutions to provide credit to households for upgrading WSS facilities. Assist in establishing a Grievance Redress Mechanism and constitute Grievance Redress Committees in the districts. Oversee organization of communities with respect to appropriate use of standpipes and water points in the poorer sections of scheme areas. Carry out all other tasks and activities for ensuring inclusion, strengthening of gender roles, and wider sharing of project benefits. Carry out all other tasks and activities as needed. Ensure a proper financial management system and ensure these adhere to project rules of budgeting, accounting, and reporting. Ensure appropriate arrangement in place for smooth processing, approval, and payment of bills for procurement of goods, works, and services of the project. Supervise the cluster financial management specialist in designing a tariff system in consultation with the union/upazila parishad, proper budgeting, accounting, reporting, etc. Help produce (or prepare on his/her own as needed) the verification reports, accounting reports, and other financial management reports required by the Project. Support to conduct the audit as required by the Project from time to time. Carry out all other tasks and activities needed for successful project implementation.
4	PMU	Hydro Geologist	1	36	<ul style="list-style-type: none"> Bachelor Degree in Geology, Hydrology, or Earth Science, or in the related field. 5 years of experience in relevant area. Must have physical fitness for field trip and work supervision. 	<ul style="list-style-type: none"> Design and revise the design of PTW as per recent data of PTWs and TTWs Full time supervision of PTW installation including material checking, drilling of bore hole, soil sampling, washing of bore hole, lowering of PTWs fixtures, gravel packing, development, step draw down test, long run pumping and all other related works. Prepare bore log and revise the estimate accordingly. Prepare and submit as-built drawing of production Tube well (PTW). Carry out all other tasks as needed.

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Sl. No.	Location	Position	No.	Man-Months	Minimum Qualification	Responsibility
5	PMU	Water Supply Engineer	1	52	<ul style="list-style-type: none"> Bachelor Degree in Engg. (Civil/Water Resource) plus a Master or equivalent in Engg. (Civil/Water Resource). Minimum 10 years experience in planning, design and implementation of large-scale water supply projects. Must have physical fitness for field trip and work supervision. 	<ul style="list-style-type: none"> Collect all basic data required for WS service area, distribution and transmission network, and other features as SWTP/IRP/AIRP, OHTs, and coverage demand analysis required design of water supply schemes. Analyze and design the water supply system including production device (PTW/TTW), storage, transmission and distribution. Transmit required data/info input to structural engineer for the design of IRP/AIRP, OHT, pump-house for PTW etc. Coordinate with the REs to facilitate the latter's understanding of the related works in respect to implementation & supervision and also to accommodate.
6	PMU	Structural Engineer	1	18	<ul style="list-style-type: none"> Bachelor Degree in Structural/Civil Engg. topped up by a Master Degree in the same discipline. Minimum 10 years of practical experience in design and preferably construction of pumping stations, treatment plants, overhead tanks, surface water reservoirs and related structures. Must have physical fitness for field trip and work supervision. 	<ul style="list-style-type: none"> Design the substructure and super structure of Water Supply and Sanitation related structures, namely water treatment plants (IRP/AIRP), Public Toilets, WASH facilities in Community Clinic, OHT, raw water / treated water reservoirs and other related structure. Accordingly prepare the revised drawings and estimates. Prepare/assist in preparing relevant structural drawings, specifications, BoQ, design reports. Prepare the relevant construction manual incorporating the required construction/ building practices and specifications conforming to standard requirements. Assist to prepare the standard bidding documents. Carry out all other tasks and activities as needed.

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7	PMU	Pipe Network Specialist	1	18	<ul style="list-style-type: none"> Minimum Bachelor Degree in Civil/Water Supply/Water Resources Engineering. 10 years experience in network modeling to design distribution systems using standard software like EPANET or Water Gems. Must have physical fitness for field trip and work supervision. 	<ul style="list-style-type: none"> Design a suitable, feasible, & sustainable water supply distribution network. Prepare the detail drawings as per distribution network. Prepare cost estimate as per network. Carry out all other tasks and activities as needed.
8	PMU	Training Specialist	1	12	<ul style="list-style-type: none"> Master Degree in any discipline preferably in Social Science/engineering. At least 10 years working experience in the relevant field including minimum 5 years' experience in the transfer of knowledge to the users & stakeholders of water & sanitation sector. Must have physical fitness for field trip and training programme. 	<ul style="list-style-type: none"> Formulate and detail the training modules/manuals for water supply system and related stakeholders. Customize training modules/ manuals according to needs and activities, Prepare the training module/ manuals. Organize and supervise the training programme.
• Junior Consultants						
9	PMU	Water Supply Engineer	2	54	<ul style="list-style-type: none"> Bachelor Degree in Engg. (Civil/ Water Resource) plus a Master or equivalent in Engg. (Civil/ Water Resource). Minimum 5 years' experience in planning, design and implementation of large-scale 	<ul style="list-style-type: none"> Collect all basic data required for Water Supply service area, distribution and transmission network, and other features as SWTP/IRP/AIRP, OHTs, and coverage demand analysis required design of water supply systems. Analyze and design the water supply system including production device (PTW/intake for SWTP), storage, transmission and distribution. Transmit required data/info input to structural engineer for the design of IRP/AIRP, SWTP, OHT, pump-house for PTW and related structures.

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10	PMU	Electro-mechanical Engineer	1	12	<ul style="list-style-type: none"> water supply projects. Must have physical fitness for field trip and work supervision. Minimum Bachelor Degree in Electrical / Mechanical Engineering. 5 years of practical experience in the design, selection and installation of mechanical/electro-mechanical devices in particular WSS infrastructure. Must have Physical fitness for field trip and work supervision.3 	<ul style="list-style-type: none"> Constantly liaison with the REs to facilitate the latter's understanding of the related works in respect to implementation & supervision and also to accommodate. Water supply engineer shall be working with relevant individual Consultant of PMU office and has to visit field. Assist in testing of pumps, transformer and all other related electromechanical equipment required for WS and sanitation intervention. Revise (if required) the design of electro mechanical equipment and material and revise the cost estimate accordingly. Supervise and monitoring the installation / erection of pumps, transformer and all other related electromechanical equipment including all types of piping arrangement drawing. Carry out all other tasks and activities as needed.
11	RPO	Resident Engineer	25	36	<ul style="list-style-type: none"> Bachelor Degree in Civil / Water Supply / Water Resources Engineering. 5 years experience mainly in field level supervision of water supply and sanitation related infrastructure. Must have Physical fitness for field trip and work supervision. 	<ul style="list-style-type: none"> Review the available working drawing design and/or design a new if needed, the different phases of distribution systems based on verification of demand-responsiveness on ground. Active participation in all site supervision of the PTW, distribution pipe lines, public toilets, treatment plants and sanitation related works undertaken by the PMU. Assist Water Supply Engr. in reviewing the current situation of ongoing Physical Works. Assist in preparation of bid documents for water supply operations. Ensure quality control of the materials used, physical works in conformity with technical requirements, and the contractors' adherence to the given time schedule. Provide support for asset quality monitoring, repairs and maintenance, and technical assistance for extension of distribution network. Support on O&M including training for operators on water supply preventive maintenance and operating standards.






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						<ul style="list-style-type: none"> • Send monthly and other periodic progress reports/statements to the PMU. • Carry out all other tasks required for proper design, implementation and O&M management of water supply Schemes. • Carry out all other tasks and activities as needed.

Other Terms:

Income Tax, VAT, will be deducted at source from the payment as per the rules of Government of Bangladesh.

Travel Cost, Survey, Software, Report production, necessary office equipment cost will be reimbursable. Senior and mid-level consultants will be seated in PMU Office. After completion of the project all documents, Software, Database, Maps, Drawings and office equipment will be handed over to DPHE before final Payment.






