

**PPSF: Bangladesh City Inclusive Sanitation Project (BCISP) in 25 towns
(Grant No./SF No. S0553A)
Project Background**

1. Background

Bangladesh has a high population density and has experienced rapid urbanization. The percentage of the population living in slums has increased, leading to poor sanitation conditions and a higher risk of water-borne diseases. While access to basic drinking water facilities is relatively good, the quality of drinking water is often poor due to contamination.

Most urban households in Bangladesh have access to toilets, but the functionality of on-site sanitation systems is a concern. Without proper management of fecal sludge, there have been cases of sludge management crises, impacting human and environmental health. Women and children in slums and informal settlements are particularly vulnerable to water-borne diseases caused by unsafe drinking water and poor sanitation and hygiene conditions.

While formally planned urban areas may have access to publicly funded sewerage systems, the poor and those living in slums and informal settlements are left behind with little or no support. In those areas, infrastructure and services for safe containment, emptying, conveyance, treatment and disposal are largely absent. Pits and septic tanks are illegally connected to surface drains or water bodies. The fecal sludge is emptied by informal and unhygienic methods and openly dumped into the environment. This weak link in the sanitation service chain in Bangladesh has been not only contaminating the environment (including drinking water sources) but also posing significant risks to human health (causing recurrent outbreaks of diseases such as diarrhoea, cholera, and typhoid).

To address these challenges, the Government of Bangladesh has prioritized urban sanitation and approved an Institutional and Regulatory Framework (IRF) for Fecal Sludge Management (FSM). A National Action Plan has been developed to implement the IRF and ensure effective FSM by 2030. The establishment of a Citywide Inclusive Sanitation (CWIS)-FSM support Cell aims to facilitate integrated sanitation management.

To tackle these issues at the city level, the Government of Bangladesh conducted a feasibility study project for implementing solid waste and fecal sludge management systems in 53 district-level Pourashavas and 8 city Corporations. The project received technical and financial support from the Bill and Melinda Gates Foundation. The study provided a comprehensive analysis of the existing waste and fecal sludge management situation, including demand, viable technological solutions, and environmental considerations. The findings of the study are available on the open web link www.sanboard.gov.bd and serve as a basis for future development projects and sustainable plans.



2. Bangladesh City Inclusive Sanitation Project (BCISP)

The GoB through its letter dated August 2, 2021, requested AIIB's financing of USD200 million for the underlying Project. The Project was cleared by the Bank's Screening Committee on August 26, 2021, for inclusion in its project pipeline. The Project aims to improve access to inclusive urban sanitation services in selected 25 cities. Specific Objectives include: (i) improving the coverage of safely managed sanitation through the use of safe sustainable sanitation technology; (ii) improving the life and livelihood of the people in the project area through establishing household, community, public toilets, and containment system; (iii) implementing modern and innovative technology of integrated sanitation & bio-waste management system, including enhancement of the capacity of the Municipalities and the overall environment; and (iv) strengthening governance accountability through development of municipal level CWIS framework and guidelines.

3. Project Preparation Special Fund (PPSF) for BCISP

To support the preparation of BCISP and ensure the readiness of year-one investments, AIIB provided to the Government of Bangladesh a Project Preparation Special Fund (PPSF) grant. The grant agreement which provides support amounting to USD3.3 million was signed on March 8, 2023, between AIIB and GoB.

The PPSF will be implemented by the Department of Public Health Engineering (DPHE), Ministry of Local Government Rural Development & Co-operatives. DPHE has constituted a Project Management Unit (PMU) to implement the PPSF grant activities and eventually BCISP. The DPHE/PMU will be responsible for various project preparation activities including implementing those to be funded through the proposed PPSF. Activities that will be conducted during the project preparation phase funded by PPSF include the following contracts:

- i. Consulting services for Enhanced Feasibility Study and Detailed Design for 25 Towns
- ii. Consulting services for Institutional Capacity Building
- iii. Consulting service for Awareness Raising
- iv. Consulting services for IMIS web platform, Digital Inclusive Financing System, and Service Monitoring.

Preparatory activities include the procurement, implementation, and results monitoring and reporting of the abovementioned activities. Preparatory activities will also include coordination and reporting within the PMU.

4. Rationale Of Hiring Individual Consultants:

To support the implementation of preparatory activities for BCISP, a team of specialist individual consultants will be hired to support the DPHE PMU in planning, supervising, and monitoring. These roles include i) Safeguard Specialist (environmental and social), ii) Procurement Management Specialist, iii) Financial Management Specialist, iv) Monitoring and Evaluation Specialist, and v) Human Resource Development and Training Specialist) The scope of work for the roles is discussed in the Scope of Works section.

Terms of Reference for Individual Consultant (Procurement Management)

PPSF Item:	Procurement Management Specialist (Individual Consultant) (CIS-SER-04 BCISP/PPSF/SD-4.1)
Expertise:	Procurement Management
Consultant Source:	Local
Contract length:	Up to completion of project preparation phase, June 2025. And may be extended as per requirement of the project and availability of the budget depending on the performance of the consultant.
Objective and Purpose of the Assignment:	
As part of the project preparation phase for the Bangladesh City Inclusive Sanitation Project in 25 Towns (BCISP) proposed by the Government of Bangladesh for AIIB financing, several preparatory activities will be conducted including: i) Feasibility Study and Detailed Design Consultancy, ii) Capacity Building and Awareness Raising Consultancy, iii) IMIS Consultancy, iv) preparation for tender documents and tendering of year one investments. The Procurement Management specialist will be hired to support DPHE and the BCISP Project Management Unit (PMU) in the overall procurement management during the preparatory works.	
Scope of Work:	
The overall responsibility of the Procurement Consultant for this project is to establish and operate the project's procurement management activities. As and when required, the consultant will discuss with DPHE officials, the team of the project, Local Governments representatives, etc. to manage and address any issues encountered during the implementation of procurement activities.	
Detailed Tasks:	
<ol style="list-style-type: none"> 1. Assist in preparation and finalization of Project Delivery Strategy (PDS) along with the Procurement Plan (PP) for procurement of goods, services and works during the Project period; 2. Update PDS and procurement plan as and when needed. Prepare procurement processing schedule for all components of procurement plan for the project 3. Prepare, review and finalize of the procurement documents like tender documents, Request for Proposals (RFP), tender/proposal evaluation reports etc. for all contracts packages in accordance with the procurement procedure of the AIIB Guidelines. 4. Conduct procurement activities under the project using CPTU's e-GP portal. 5. Ensure that procurement is done in accordance with the provisions of the Financing Agreement and with AIIB's Guidelines. 6. Prepare and submit quarterly procurement report as per agreed format of AIIB and by the provision of credit covenant of the project; 7. Carry out activities related to contracting including contract signing and handling of documents that may be required for receiving, distributing and delivering goods; 8. Assist PMU in contract management; 9. Preparing tender Documents, Organize/assist opening and evaluation of tenders, contract awards AIIB's Procurement/Consultant's Guidelines and arrange for transmission of 	



documentation to AIIB for approval (if necessary);	
10. Assist the project in carrying out all activities related to contracting including contract signing, and handling of documents that may be required for receiving, distributing and delivering goods;	
11. Prepare a detailed plan for the proper allocation, distribution and storage of goods;	
12. Supervise the implementation of contracts including transportation, delivery, acceptance and storage.	
13. Verify payments due under procurement contracts and help prepare applications for payment;	
14. Provide on job training and organize, if necessary, seminars on procurement for concerned personnel.	
15. Conduct field visits if required.	
Key Deliverables:	
1. Project Delivery Strategy and Procurement Plan updates (as needed)	
16. Tender documents, request for proposal, EoI.	
17. Bid opening and evaluation reports	
18. Procurement inputs to periodic progress reporting to AIIB.	
19. Monitor and update PP and PIM.	
20. APP preparation and update for PMU.	
Minimum Qualification Requirements:	
1. BSc. In Engineering or Master's in economics/statistics/finance/business administration/procurement / or other relevant subjects. Professional qualification such as MCIPS would be an added advantage.	
2. Minimum 10 years of working experience with 5 years in private or public organization in capacity of Procurement Specialist or Contract Administrator or equivalent positions (procurement related tasks).	
3. Have proven expertise in preparing internationally accepted contract documents for works, goods and services. Must have sound understanding of national regulation and international agencies procurement guidelines.	
4. Experience in preparation of procurement plans for Government projects, tender documents, request for proposals and evaluation reports following donor agencies guidelines both in international and national bidding.	
5. In Depth knowledge of technical, commercial, and legal aspects of procurement in development projects, financed by government and the AIIB is preferred.	
6. Ability in computer operation including e-gp with experience of working independently.	
7. Excellent communication skills in English both written and spoken.	
Minimum general experience	10 years
Minimum specific experience (relevant to assignment)	5 years
Bangladesh experience	At least 2 (Two) years Required

Cost Estimate:

The specialist will be paid a negotiable consolidated remuneration inclusive of all applicable Taxes and VAT as per law of Bangladesh. Payment shall be made on monthly basis upon satisfactory performance output certified by the Project Director.

Counterpart Support:- The PMU will provide office space, logistics (excluding laptop) and required documents and information for the consultancy service



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Annex- EOI Sample Form

{The Consultant shall prepare their EOI using the EOI Sample Form with necessary additions and revisions. It should be noted that domestic Consultant shall seal the document as required in the EOI Sample Form while foreign firms may not.}

EOI shall contain at least the following information:

- FORM-1 Consultant's Information Sheet
- FORM-2 Consultant's Commitment Letter of Eligibility
- FORM-3 Introduction of Consultant
- FORM-4 (A&B) Summary of Consultant's Experiences.



Form-1 Consultant's Information Sheet

Consultant's Name	
Nationality	
Educational Qualification (Brief)	
Identification Number (Passport)/ NID	
Address (Present)	
Address (Parmanent)	
Contact Details (Telephone number and/or mobile number,e-mail address)	
Information of contact person(Emergency) (Name, Telephone No., Fax and E-mail Address)	
Remarks	
Consultant's Signature:	

'Notes: Following documents shall be attached:

1. Color scans or copies of certificates/passpor/NID.



Form-2 Commitment Letter

I declare that we meet the qualification criteria of the assignment and the following requirements of eligibility:

1. I am not listed in the AIIB's Debarment List.
2. I am not involved in the situations as per paragraph 4.4, 4.4.2 (conflict of interests) and 13.4 (consulting services) of the Interim Operational Directive on Procurement Instructions (AIIB-2016) for Recipients.

The items declared above are real and effective, I would be disqualified from the assignment and maybe receive further sanctions by the project implementing unit (DPHE) and AIIB in case of providing misrepresentative, misleading or false information

Name	
Signature	
Date	



FORM-3 Cover Letter

(There is no prescribed format. The consultant is expected to provide an overview of his/her qualifications and relevant professional experience and discuss why he/she is most suited for the assignment.)



FORM-4(A) Summary of Similar Experiences in Recent Years

Consultant's Name:-----

No.	Name of the Project	Date of Contract Signing	Completion Date if completed	Contract Value

Signature:

Date:

Notes:



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1. Only the Similar Experiences in the past five(5) years are considered, the Date of Contract Signing prevails;
 2. Detailed information of each experience shall follow the FORM-4(B), with the relevant documentation attached.

FORM-4(B) Specific Experience

No.	----of -----(total number)
Project Name	
Project Location	
Date of Contract Signing	
Completion Date	
Contact Value	
Role of the Consultant	<input type="checkbox"/> Independent Consultant <input type="checkbox"/> Joint Venture Leader <input type="checkbox"/> Joint Venture Member <input type="checkbox"/> Sub-consultant
Client's Name	
Client's Address	
Client's telephone No.	
Whether it is a new-built (or reconstructed or expanded)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Scope of the Service	
Assignment Description	
Signature of Consultant Date Signed	

³ Notes:

- ¹ 1. Each table is for one assignment, and mark with serial numbers;
- ² 2. The Contract and Certification issued by the Client (if any) shall be attached;
- ³ 3. Additional documentations would be necessary to confirm the succession of the experience in the situations such as Consultant's legal alteration or reconstruction and renaming of the Consultant.