

# **Terms of Reference (ToR)**

**for**

## **Hiring National Consultant for Designing, Preparing Associated BoQ and Construction Supervision of Public Toilets for Jashore and Benapole Municipality**

### **1.0 Introduction**

SNV Netherlands Development Organisation is a not-for-profit development Organisation working in the sectors of WASH, Agriculture and Energy through providing advisory services, facilitating knowledge development, networking, strengthening local capacity builders, and carrying out advocacy at national and international levels. Founded in 1965, SNV has built a long term local presence in countries of Africa, Asia, and Latin America. For more information, please refer to our website: [www.snv.org](http://www.snv.org).

SNV is implementing Urban Sanitation Programme in five southern Cities in Bangladesh and Gazipur level under the leadership of Local Government Authorities (City Corporation and Municipalities). One of these initiative is the WASH SDG programme, a multi-country intervention being implemented in 20 cities in Nepal, Zambia, Tanzania, Indonesia and Bangladesh, funded by the Dutch Government (DGIS). Through this SNV is willing to provide technical support focusing on Sanitation and Hygiene Promotion to city corporation/municipalities, which is implemented at Jashore Municipality, Benapole Municipality and Gazipur City Corporation (GCC). The WASH SDG programme is built on three core strategic objectives (1) increasing demand for improved WASH facilities and practices; (2) improving the quality of service provision; and (3) improving governance of the sector. Gender and social inclusion is an area of specific attention in each of the 3 strategic objectives as well as climate vulnerability and resilience.

In Jashore the City Region Development Project (CRDP) under Local Government Engineering Department (LGED) with support from ADB is also implementing sanitation interventions among others in Jashore Paurashava while Urban Governance Infrastructure Improvement Project – III (UGIIP-III) under LGED is implementing Integrated Waste Management Services in Benapole Paurashava. Department of Public Health Engineering (DPHE) through its Urban Water Supply and Sanitation in 23 Pourashavas Project in Bangladesh (GOB – IDB) Project is implementing Water Supply and Sanitation activities in Benapole Paurashava.

### **2.0 Background and Rationale**

Public toilets (PT), which can be better referred as 'away from home' toilets is considered a core component of modern cities, particularly densely populated cities. PT should not be viewed only as a public service, but as a critical element for environmental safeguard and improve cities' life quality. Research has shown that PT are essential design and planning concern to make cities more sustainable, accessible, inclusive and convenient for all members of society.

Despite its immense importance, the major cities of Bangladesh lacking the basic PT facilities for the city people including the floating population. Currently, more than 61 million people living in urban areas of Bangladesh, of which a large number of people work and stay out of their homes for long hours. This section of people in the city, particularly those who are employed in the informal sectors critically require PT services.

The city authorities provide PT options in different locations but many of them are outdated in design and poses absence of public expectations. The present PTs are neither popular among people nor have enough revenue generating scope for ensuring required cleanliness and maintenance. The major reasons that the PTs fail to attract people are lack of accessibility for all, safety and security, aesthetic environment, beautiful outlook and standards toilet facilities and top most the hygiene issues. Considering the importance of PTs for the inclusive and

sustainable sanitation in a city, SNV has conducted Public Toilet Demand Scan for entire city including assessment of existing public toilets. Based on the findings SNV together with Jashore and Benapole municipalities prioritized the demands and selected for upgradation of two existing public toilets and construction of two new public toilets. The existing public toilet located at Baro Achra in Benapole needs upgradation while the existing toilet located in the Kancha Bazar need to be demolished (as the structure is not good) and to be constructed a new one there. The Baro Achra PT is in operationalize and need to make it more use-friendly like ensure access for people with disability, bathing arrangement for transport workers, ensure facilities for menstrual facilities. In the Kancha Bagar, the existing one is mainly used by shop keepers. But the new one should have facilities for use by all segment of people including female. Close to the Benapole immigration check-post one new public toilet complex will be constructed. It is mainly for the transit passengers who wait for longer time at the check-post. In Jashore the existing public toilet located at old bus terminal needs upgradation. Currently it is being used by the transport workers and few shop keeper. Here some structural improvement is required. The demand scan covers all details of the current situation.

Considering the above, the city authorities decided to have appropriate and context specific design and associated Bill of Quantities (BOQ) and support in intermittent construction supervision for these public toilets that satisfy the standards.

GOB-IDB Project of DPHE will support Benapole Paurashava to improve the Public Toilet Services including infrastructure development among others while CRDP has a scope to extend its support to improve the public toilet infrastructures in Jashore Paurashava.

### **3.0 Objectives**

The objective of the assignment is to assist the Jashore and Benapole Municipality in designing and preparing BoQ of contextual public toilets in discussion with both municipalities and SNV representatives that reflects the public demand and expectations incorporating innovative and diversified use of PT compound as alternate and additional revenue generation scope and also to support in the implementation of the works.

### **4.0 Scope of work**

The Consultancy firm/individual consultant will mainly produce the design, drawing and bill of quantities and conduct intermittent supervision during construction of the facilities. The detailed scope of work are:

- Discussion with SNV urban sanitation team and Jashore & Benapole municipal officials to understand the assignment, the background and expectations.
- Literature review of existing PT demand scan study and also analyze best examples in national level.
- Development of draft architectural drawings and designs for at least 3 separate arrangements of each PTs including draft budget requirement.
- Arrange sharing meeting and finalizing the designs of PTs consulting with municipal representatives and SNV officials.
- Preparation and finalization of designs and technical drawings including detail BoQ as per LGED rate schedule.
- Timely inspection and supervision while construction works will be taking place.
- Prepare and submit report of supervision on a timely manner

### **5.0 Expected Deliverables**

The deliverables will be:

- Five sets of details architectural and technical drawings & designs in standard format.
- 3D drawing of plan(s) with perspective views.

- Five sets of detail BoQ of each PT as per LGED rate schedule to facilitate tendering process.
- Report on visit (10 visits) for inspection and supervision of each PT during construction works.

## 6.0 Human resource requirement

The Consulting Firm(s)/Individual Consultant(s) must have knowledge/ experience in the fields of BNBC codes, sanitation interventions, designing and preparing architectural & technical drawings, estimation as per govt. standards, supervision of construction works. Experience to work with local government institutes and national sanitation projects will be considered as an advantage. The CV(s) of the key personnel(s) must be attached with the proposal.

## 7.0 Timeframe

The total duration of the assignment will be for 40 weeks after signing of the contract. Commencement of the services is expected to be started at the last week of July 2019.

## 8.0 Implementation arrangements

The Consultant will report to the Team Leader (SNV Urban Sanitation Programme) for each of the deliverables and will work closely with Sanitation Engineering Advisor and Jashore/Benapole City Coordinator and also with the urban sanitation team for day to day reporting.

SNV will make payments in compliance with the rules of Bangladesh Government. As per income tax law, Tax will be deducted from the main budget amount by SNV (in general for national consultants 10%). VAT (15%) will be added to the main budget and deducted at source. Only VAT is required to be included separately in the total budget. Payment will be made to the agreed bank account upon receipt of signed invoice after the successful completion of each of the following phases of the assignment:

Milestone	Payment schedule	Estimated date
Upon submission of inception report	20% of the total budget	2 <sup>nd</sup> week of the signing the contract
Upon submission of draft drawings and designs including BoQ	30% of the total budget	By 3 <sup>rd</sup> week of signing the contract
Upon Submission of all final drawings and designs including BoQ	20% of the total budget	By 5 <sup>th</sup> week of signing the contract
Upon completion of physical visit for inspection and supervision	30% of the total budget	By 40 week of signing the contract

## 9. Application

Interested individuals or consulting firms are requested to submit their technical and financial proposal with the details on similar experience, methodology including activities and milestones, budget details, time frame, organizational documents (if case of organization)/ personal information (Affiliations, TIN etc.) and CVs of experts.

Electronic copy of the proposal duly signed should be submitted to [bangladesh@snv.org](mailto:bangladesh@snv.org) with the subject line: **Designing, Preparing Associated BoQ and Construction Supervision of Public Toilets for Jashore and Benapole Municipality** latest by **30<sup>th</sup> July, 2019**.

For any query related to the ToR, please email at [ksardarlutful@snv.org](mailto:ksardarlutful@snv.org) or Sanitation Engineering Advisor, SNV Netherlands Development Organisation.