**Terms of Reference (ToR)**

Hiring of Individual Consultant for Design, Drawing, and Estimation of Vertical Extension of PHCC, Camp 15, Ukhiya, Cox’s Bazar

**1. Background**

Save the Children (SCI) has been providing health and nutrition services to the Rohingya refugees in Cox’s Bazar since 2017. A Primary Health Care Center (PHCC) was established in Camp 15, later upgraded from a health post. Due to space constraints and the inability to expand horizontally, SCI, in consultation with the Camp-in-Charge (CiC), will construct a three-storey steel-based health facility (approx. 2,400 sq. ft. per floor) through vertical extension.

As per government regulations, only steel-based structures are permitted for multi-storey buildings inside the camps. Since SCI’s Shelter team lacks prior expertise in steel-based construction, SCI seeks to hire an individual consultant with specialized knowledge in steel-based construction design and supervision.

**2. Objective**

To provide specialized technical services for the design, drawing, estimation, and technical supervision of the three-storey steel-based PHCC facility, ensuring compliance with safety, sustainability, natural ventilation, natural light, and inclusivity standards.

**3. Scope of Work**

**The consultant will provide:**

* Site Assessment & Soil Test.
* Design and Drawings: Structural, civil, electrical, plumbing, sanitary, fire safety (manual), and lightning protection.
* Bill of Quantities (BoQ) & Material Estimation with current market prices.
* Integration of cross-cutting issues:
* Rainwater Harvesting System
* Climate-resilient construction materials
* Design features maximizing natural ventilation and natural lighting to improve energy efficiency, reduce heat stress, and create a healthier indoor environment.
* Universal accessibility (gender-sensitive & disability-inclusive)

**Technical Support:**

* At least 2 site visits per month during construction.
* Ongoing remote technical support to SCI’s Construction Engineer.

**4. Deliverables**

* Site assessment & soil test including reports.
* Structural design compliance with BNBC 2020 and complete set of construction drawings including fabrication details, demonstrating provisions for natural ventilation and natural light.
* BoQ and material estimation.
* Progress notes/reports after site visits and remote consultations.

**5. Duration & Timeline**

* Site assessment, Soil test, Design and Drawings of Structural including fabrication details, civil, electrical, plumbing, sanitary, fire safety (manual), and lightning protection, and submission of BoQ & Material Estimation with current market prices within 15 days of contract signing.
* Minimum 2 times per month during construction phase until project completion

**6. Required Qualifications and Expertise**

Essential:

* Bachelor’s degree in civil/Structural Engineering from a recognized university in Bangladesh
* Minimum 5 years of proven experience in steel-based multi-storey building design and supervision within Bangladesh, with at least 3 successfully completed projects and a built-up area exceeding 250-500 sq. m each.

Preferable:

* Strong expertise in analyzing soil test report.
* Strong expertise in structural design and sustainable construction practices.
* Experience in designing facilities with natural ventilation and natural light solutions in tropical climates.
* Familiarity with fire safety and lightning protection systems.
* Knowledge of inclusive and climate-resilient facility design.
* Master’s degree or professional membership in IEB preferred.

**7. Proposal Submission**

* Interested individuals should submit:
* Technical Proposal: Understanding of the assignment, methodology, and references to similar projects.
* Financial Proposal: Detailed cost breakdown (site assessment, design, drawings, BoQ, on-site visits, and remote support) and payment schedule.
* CV: Highlighting relevant qualifications and past experience.

**8. Evaluation Criteria**

Proposals will be evaluated based on:

* Technical expertise and qualifications.
* Relevant experience with similar assignments.
* Cost-effectiveness and value for money.
* Commitment to sustainability, natural ventilation and light, inclusivity, and climate resilience.

**9. Coordination**

* The consultant will report to SCI’s Manager – Resilience and Preparedness and work closely with SCI’s Shelter and Health teams.
* Bi-weekly progress meetings (virtual/in-person) will be held to review progress and address challenges.