

Replaced on the same memorandum and date

**Government of the People's Republic of Bangladesh**  
**Agro-Meteorological Information Systems Development Project**  
**Component-C of BWCSR**  
**Department of Agricultural Extension**  
**Khamarbari, Farmgate, Dhaka-1215**

**Revised Request for Expressions of Interest (REOI)**  
**For Consulting Firm on**  
**Renovation Design Consultancy for BAU and BSMRAU on "Agro-Meteorological Information Systems Development Project" (Component C of Bangladesh Weather and Climate Services Regional Project)**  
**(Contract Package No.: UNI-SD-06)**

**Memo: 12.01.0000.018.01.001.21.6364**

**Date: 19.12.2021**

The People's Republic of Bangladesh has received a credit in the amount of USD 113million as from the International Development Association (IDA) towards the cost of Agro-Meteorological Information Systems Development Project [Component -C of Bangladesh Weather and Climate Services Regional Project (BWCSR)] to be implemented by Department of Agricultural Extension (DAE) and it intends to apply part of the proceeds to payments for the provision of consultancy services for the project by hiring of an International Agro-Meteorological Services Consultant.

**2. Scope of Task /Service:**

The scope of work can be categorized with the following tasks:

Department of Agricultural Extension (DAE) will support opening Department of Agrometeorology in Bangladesh Agricultural University (BAU), Mymensingh and Bangabandhu Sheikh Mujibur Rahman Agricultural University (BSMRAU), Gazipur to ensure the supply and availability of the skilled manpower in this demanding and nationally important sector. For developing teaching programs of higher education in agrometeorology and to fulfill the requirements to the existing facilities, BAU & BSMRAU will require refurbishment work to create scope for completing the overall activities more efficiently and actively. In addition, to improve and provide sophisticated services to the workspace, interior decoration and other relevant tasks need to be done. The refurbishment work will ensure adequate facilities of Class room, Teachers room, Laboratory, Conference Room and rest rooms per gender with easy accessibility for the disabled people and overall installation of safety equipment for detecting fire and use of different kind of automated and manual extinguishers. In addition, the refurbishment work will ensure maximum use of natural resources as sunlight, the use of alternative electricity source as installation of solar panels.

The total refurbishment work will be carried out simultaneously at the BAU and BSMRAU campuses so that both Universities can start their academic program.

Tentatively, the refurbishment at BAU will be from First floor of Agroforestry Department and BSMRAU will be at the 3<sup>rd</sup>/4<sup>th</sup> floor of the Faculty of Agriculture. Expected area will be approximately University 6,000sqft per floor in each of the universities.

While preparing the scope the following consideration should be made.

- Floor wise detailed seating layout plan, furniture layout plan;
- Estimation of energy consumption by installation of Solar PV and using energy saving electrical fixtures with recommendation in electrical drawing with demarcation of AC, exhaust vent installation;
- Layout plan for automatic fire detection, protection and prevention systems with demarcated location of manual extinguishers and location of emergency exits for fire escape (if needed);
- Easy accessibility for the disabled people;
- Gender inclusiveness in the design and layout plan.

3. Department of Agricultural Extension (DAE) now invites eligible consulting firms ("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 short-listing criteria are:

- (a) General experience of the Firm(s);
- (b) Experience in similar assignments of compatible size, complexity and technical specialty in the required area;
- (c) Financial soundness of the firm; and staffing and logistics of the firm.

Consultants are requested to submit the following supporting documents in support of the above-mentioned criteria:

- (a) Registration paper of the firm (s);
- (b) JV agreement/letter of intent (if applicable);
- (c) Firm's brochure;
- (d) Audited financial reports for last three years;
- (e) service experience record (including nature, total cost, total input in terms of man month, employer, location of service etc.).

4. Consultants may associate to enhance their qualification, but should mention whether the association is in the form of a "joint-venture" or of "sub-consultancy". In the case of an association, all members of such "association" should have real and well-defined inputs to the assignment and in such "association" it is preferable to limit the total number of firms including the associates to a maximum of three.
5. Department of Agricultural Extension (DAE) now invites eligible applicants to indicate their interest in providing the services. Applicants are invited to provide information indicating that they are qualified to perform the services (**Application Submission Form and supporting documents**).
6. Detailed Terms of Reference (ToR) will be available upon request from the address provided below either through email or in person. ToR will also be available in the website of DAE ([www.dae.gov.bd/site/view/tenders/tender-EOI-job-circular](http://www.dae.gov.bd/site/view/tenders/tender-EOI-job-circular) and <https://www.bamis.gov.bd/en/page/tender/>). Interested consultant may obtain further information from the office of the undersigned from 09:00 to 17:00 hours (Except holidays).
7. The consultant shall be selected following *Consultants Qualification Selection Method (CQS) set forth in Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, January 2011 (Revised July 2014)* on the basis of consultant's qualification, experiences and capability to carry out the assignment.
8. Expression of Interest (both hard and soft copy) must be delivered to the address below (in person or by mail or by email) by **16:00 hours (GMT+ 6 hours) on or before January 23, 2022**. The authority reserves the right to accept or reject any or all EOIs without assigning any reason, whatsoever.



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## **Terms of Reference (TOR) for Consulting Firm**

For Renovation Design Consultancy for BAU and BSMRAU,  
Package No: UNI-SD-06 under Agro-Meteorological Information Systems Development  
Project, Component-C of Bangladesh Weather and Climate Services Regional Project  
(BWCSR), Department of Agricultural Extension, Dhaka, Bangladesh

### **A. Background**

Bangladesh currently has seven agricultural universities and agrometeorology is not offered in any of the University for Post Graduate Programme. Hence, it is proposed that Post Graduate Degree (PGD) programme may be initiated in association with Bangladesh Agricultural University (BAU) and Bangabandhu Sheikh Mujibur Rahman Agricultural University (BSMRAU) of Bangladesh.

In Bangladesh extreme weather & climate events and climate change are very much adversely impacting the entire agriculture production system. To promote widespread use and application of agrometeorological techniques and concepts, modest level of education is also needed. This outreach by agrometeorologists can be at various levels of the general public and in different educational and agromet service providing institutes. What is vital here is that the basic concepts and ideas of agrometeorology are communicated in simple, everyday language, without much technical jargon. It is also recommended that agrometeorology courses be included in all undergraduate biological and agricultural degrees. This would promote better cooperation with agricultural meteorologists, along with a better understanding of the role of agrometeorological information by agronomists and animal scientists. Therefore, teaching, R&D and extension service such as Agrometeorological Advisory Service are very much essential.

To begin with this concept, it is felt for opening the Department of Agrometeorology and developing teaching programs of higher education in agrometeorology in some of the Agriculture Universities of Bangladesh to further strengthen the on-going Agromet Advisory Service in Bangladesh. The agrometeorological departments of agricultural universities, as and when opened, should be linked to the agromet service for augmenting R&D as well as extension components of the service. Since there is need based merit in the proposal aiming to set-up Department of Agrometeorology at Bangladesh Agricultural University (BAU) and Bangabandhu Sheikh Mujibur Rahman Agricultural University (BSMRAU) with financial support from DAE under the AMISD project (Component-C of BWCSR), the same is included revised proposal of AMISDP to further strengthen the operational Agromet advisory services in Bangladesh. It may be noted that Dhaka University opened Meteorology Department under the funding of Component-A of Bangladesh Weather and Climate Services Regional Project.

These two universities namely Bangladesh Agricultural University (BAU), Mymensingh and Bangabandhu Sheikh Mujibur Rahman Agricultural University (BSMRAU) Gazipur.

At present, the Government of Bangladesh (GoB) with support from the World Bank (WB) intends to strengthen the capacity of the GoB, is delivering reliable weather and climate information services and improves access to such services by priority sectors and communities. This objective will be achieved by strengthening hydro-met monitoring and forecasting, and service delivery related to water, agriculture and multi-hazard disaster risk management early warning systems. Therefore, to improve all

these services in favor of enhance agricultural production and reduce food insecurity in Bangladesh, it is mandatory to evaluate the existing agro-met services, its effectiveness, benefits to farmers, and also the new requirements of the farmers for achieving the same goals in order to enhance climate resilience.

## **B. Assignment List**

The Consulting Firm is responsible to complete the followings:

1. Digital/Physical Survey and Condition Assessment
2. Current and Future Need Assessment
3. Architectural Design, layout plans and Detailing
4. Interior Decoration and Exterior Design (2D & 3D)
5. Electrical Design and Detailing with Assessment of Energy Requirement
6. Fire Detection and Protection System Design and Detailing
7. Plumbing, Water Supply and Sanitary Design and Detailing
8. Safeguard (Environmental and Social) Assessment and Document Preparation
9. Details Estimate, Specification, BOQ Preparation and Finalization of Tender Document
10. Design of Other Facilities
11. Fulltime Supervision and
12. Report and Certification

**Agency:** Department of Agricultural Extension (DAE)

**C. Assignment Location:** Bangladesh Agricultural University (BAU), Mymensingh and Bangabandhu Sheikh Mujibur Rahman Agricultural University (BSMRAU), Gazipur.

**Name of Procuring Entity:** Project Director, Agro-meteorological Information Systems Development Project (Component-C) under Bangladesh Weather and Climate Services Regional Project.

## **D. Duration of Consultancy Service**

Phase 1. Design and Bidding Document Preparation	:02 (Two) Months
Phase 2. Implementing Supervision and Certification	:04 (Four) Months
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Total	:06 (Six) Months

**Assignment Completion Period:** From January 2022 to June 2022 (Tentative)

### **Effectiveness Condition:**

Phase 1: Confirming availability of the consultant's resource personnel

Phase 2: Contract Signing and mobilization of the works contractor

## **E. Scope of Consultancy Service**

Department of Agricultural Extension (DAE) will support opening Department of Agrometeorology in Bangladesh Agricultural University (BAU), Mymensingh and Bangabandhu Sheikh Mujibur Rahman Agricultural University (BSMRAU), Gazipur to ensure the supply and availability of the skilled manpower in this demanding and nationally important sector. For developing teaching programs of higher education in agrometeorology and to fulfill the requirements to the existing facilities, BAU & BSMRAU will require refurbishment work to create scope for completing the overall activities more efficiently and actively. In addition, to improve and provide sophisticated services to the workspace, interior decoration and other relevant tasks need to be done. The refurbishment work will ensure adequate facilities of Class room, Teachers room, Laboratory, Conference Room and rest rooms per gender with easy accessibility for the disabled people and overall installation of safety equipment for detecting fire and use of different kind of automated and manual extinguishers. In addition, the refurbishment work will ensure maximum use of natural resources as sunlight, the use of alternative electricity source as installation of solar panels.

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- Easy accessibility for the disabled people;
- Gender inclusiveness in the design and layout plan;

In order to carry out the above-mentioned assignments, the Consulting Firm will provide drawings highlighting the special consideration mentioned above with developing necessary documents.

## **F. Assignment Details**

Preparation and implementation of the necessary designs, drawings and documents for the proposed Department of BAU and BSMRAU will be done in 2 (two) phases:

## **Phase 1: Design and Bidding Document Preparation**

### **1. Digital/Physical Survey and Condition Assessment**

The Consultant Firm will carry out the Digital/Physical Survey at the site of proposed BAU & BSMRAU Campus of the Country selected by the University authorities. The Survey will include detail measurement of each floor of existing buildings, surrounding area of the premises, internal roads alignment, sewerage & wastewater system alignments, other facilities and boundary survey (as mentioned in the scope of consultancy service section) along with taking notes as per advice of the concern user. The Firm will also assess the current conditions of all surveyed items. During the assessment, the Firm will prepare and use a detail checklist for condition assessments. Then the survey and condition assessment will be finalized by using the relevant software and inspection report.

### **2. Current and Future Need Assessment**

The Consultant Firm will carry out meetings and discussions with the user groups and concerned persons/ officials to assess the current and future needs that include

- a) Current & future types and numbers of user groups
- b) Space requirement
- c) Sitting arrangement
- d) Furniture & accessories (Including appliance, computer, equipment, device and other IT supports)
- e) Provisions for future developments and facilities
- f) Power consumptions
- g) Safety and securities
- h) Requirements of any other facilities

### **3. Architectural Design, layout plans and Detailing**

The Consultant Firm will have to provide proposed conceptual drawings (master plan of the premises, plans, elevations and section of identified facilities) of BAU & BSMRAU Campus as per the identified requirements/needs for the refurbishment. The detail architectural drawings include master plan, plans at each floor, sitting arrangement and other accommodation, elevations, different sections, stair and wash facilities, interior decoration, exterior architectural design, door-window schedule and any other details requirement.

### **4. Interior Decoration and Exterior Design (2D & 3D)**

The Consultant Firm will have to provide proposed 2D and 3D design of interior decoration and exterior views of Department of Agrometeorology in BAU & BSMRAU Campus as per the requirements to be provided by the concern user. The interior decoration will be implemented at the Classroom, Teachers room, Library, Reception, Conference and Meeting room, Office sitting arrangement, wash area and other individual office room. The exterior view will be implemented at entry gate, guard room, internal roads and walkways, landscaping, utility sheds, other facilities, boundary walls etc. The 3D design will give such a realistic image of the space so that the Clients can understand it before implementation. The 2D working drawings also need to be understandable to the Clients.

## **5. Electrical Design and Detailing with Assessment of Energy Requirement**

The Consultant Firm will provide details electrical design and drawings including electrical conduit layout of each floor showing energy saving electrical fixture, electrical circuit diagram, external and internal electrical system, exterior lighting system, LT and HT power distribution system (if required), solar PV installation, options for net energy metering system, protection against lightening, internet and PABX layout for Department of Agrometeorology in BAU & BSMRAU. The Consultant Firm have to ensure the electrical safety throughout project premises.

## **6. Fire Detection and Protection System Design and Detailing**

The Consultant Firm will provide details design, drawings and layout of each floor with automatic fire detection, protection and placing the points of manual extinguishers and location of emergency exits for fire escape (if needed).

## **7. Plumbing, Water Supply and Sanitary Design and Detailing**

The Consultant Firm will provide details of Plumbing and Sanitary System and Layout and schematic diagrams including plumbing fixtures, water supply, sanitary system, drainage system, external water supply and drainage system in each different area.

## **8. Safeguard (Environmental and Social) Assessment and Document Preparation**

The Consultant Firm has to conduct the Safeguard (Environmental and Social) screening and assessment of the refurbishment works and will prepare the required safeguard related documents (ESIA, ESMP etc.).

## **9. Details Estimate, Specification, BOQ Preparation and Finalization of Tender Document**

The Consultant Firm will provide details cost estimates on the basis of final drawings and specifications, Bill of Quantities (BOQ) such as civil, electrical, mechanical and fire, sanitary and plumbing, interior decoration, exterior architectural design, furniture and other refurbishment works. The Bidding documents for the use of client would comprise of schedule of rates, detailed cost estimate, bill of quantities, detailed technical specifications, general conditions of contract, special conditions of contract, evaluation matrix, Tender documents and guideline for Tendering.

## **10. Design of Other Facilities**

The Consultant Firm will prepare and provide detail design and working drawings of gardening and beautification and site improvement including landscaping, improvement of boundary wall, entry gates, guard room, access and internal roads, utility and other ancillary buildings, support for document preparation etc. for Department of Agrometeorology in BAU & BSMRAU.

Consultant also needs to prepare the safeguard requirements/reports/assessments following World Bank Environmental and Social Framework, Policy and guidance.

## **Phase 2: Implementing Supervision and Certification**

### **11. Full Time Construction Supervision, Project Management and Monitoring**

The Consultant Firm would place particular emphasis on quality control, cost control and progress of the construction works to ensure that the Client's need and target dates are met. The Consultant Firm will work on general time-schedule of the Project, deployment of staff for construction supervision, contract administration, contractor's work-program, testing/check of quality of materials, full-time close supervision, maintain Measurement Book, ensuring specification and quality control, change of Working Drawings, extension of time etc.; especially maintaining liaison and coordinate with the concern authority.

### **12. Report and Certification**

The Consultant Firm will have to maintain Work Measurement Book and Bill Certification, revise Cost Estimates, provide Completion Certificate, defect Liability Period/ Maintenance Period and Maintenance Certificate and release of Retention Money.

The Consultant Firm will have to provide all related soft and hard copy to the concern authority of the project office.

## **G. Outputs/Reporting Requirements**

The Firm will submit followings drawings/documents to the Universities authorities and Project Director as per following time frame:

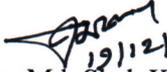
<b>Sl. No.</b>	<b>Description of work</b>	<b>Submission Time in Week</b>	<b>No. of Copy</b>
<b>A. Phase 1: Design and Bidding Document Preparation</b>			
01.	Digital/Physical Survey, condition assessment, need assessment and Inception reports with detail space requirements/program of the project.	1 Week from Signing of Contract	03
02.	Prepare safeguard (environmental and social) screening reports, and other safeguard documents as necessary.	1 Week after Digital/Physical Survey	03
03.	Preliminary architectural drawing for refurbishment work of department of agrometeorology at BAU & BSMRAU	2 Weeks after Digital/Physical Survey	03
04.	Prepare Interior & Exterior Design and Decoration of department of agrometeorology at BAU & BSMRAU	2 Weeks after Digital/Physical Survey	03
05.	Prepare Electrical and Plumbing drawing of department of agrometeorology at BAU & BSMRAU	2 Weeks after Digital/Physical Survey	03

Sl. No.	Description of work	Submission Time in Week	No. of Copy
06.	Fire detection and protection system with mechanical drawings and emergency exits as required.	1 Week after preparation of architectural drawing	03
07.	Discussion, Review and Approval of Preliminary Architectural Design, Drawing of refurbishment work, Interior design and decoration, Electrical and Plumbing drawing etc.	1 Week after submission of all preliminary drawings	03
08.	Prepare Details Estimate (Floor Wise), safeguard documents, BOQ and Preparation of Tender Document of Renovation (Interior Design) for BAU and BSMRAU	1 Week after Approval all the drawings	03
09.	Discussion, Review and Finalization of all Estimates (Floor Wise), BOQ and Preparation of Tender Document	1 Week after submission of all the Estimate (Floor Wise), BOQ and Preparation of Tender Document	03
10.	Complete Drawings, Design, Specification and related Documents	1 Week on submission of all the Design, Estimate, BOQ and Preparation of Tender Document	03
<b>Sub-Total:8 Weeks</b>			
<b>B. Phase 2: Implementing Supervision and Certification</b>			
11.	Construction Supervision, Project Management and Monitoring, Billing and Certification etc.	<b>16 Weeks</b>	
12.	Report and Certification		
<b>Sub-Total: 16 Weeks</b>			
<b>Total Time Requires: 24 Weeks</b>			

## H. Composition of Consulting Team

Sl. No.	Position	Qualification	Number
01.	Team Leader	B.Sc. in Civil Engineering/Bachelor's in Architecture with minimum 10 (Ten) years of work experience of overall designing, supervision, management of construction works.	01
02.	Architect (Interior Design Expert)	Bachelor's in Architecture with minimum 10 (Ten) years of work experience in Architecture design and supervision of construction works.	01
03.	Design Engineer (Electrical)	Bachelor's in Electrical Engineering with minimum 5 (five) years of work experience in electrical design and design of firefighting system, supervision of construction works.	01
04.	Cost Estimator & Site Supervision Engineer	Diploma in Civil Engineering with minimum 5 (five) years of work experience in estimate, supervision and management of construction works.	02
05.	CAD Operator	Diploma in Architecture/ Civil Engineering with minimum 3 (Three) years of work experience of drawings using standard computer-based drawing software (AutoCAD) 2D & 3D and studio Max/Sketchup/Lumion and will possess basic knowledge of drawing standards.	01

**I. Selection Methods:** The consultant shall be selected following Consultants Qualification Selection Method (CQS) based selection method set forth in Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, January 2011 (Revised July 2014) on the basis of consultant's qualification, experiences and capability to carry out the assignment.



19/12/21

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Designation: Project Director

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