

TERMS OF REFERENCE FOR CONSULTING SERVICES

A. Introduction and Background

1. A team of international and national consultants (the Consultant) will be engaged to assist Asian Development Bank (ADB) and the Government of Bangladesh to prepare the investment part of the South Asia Subregional Economic Cooperation (SASEC) Integrated Trade Facilitation Sector Development Program (the Program) under ADB Transaction Technical Assistance (TRTA) for Preparing the SASEC Integrated Trade Facilitation Sector Development Program.

2. The Program will help improve Bangladesh's border infrastructure and trade facilitation environment, thereby contributing to the national goals of promoting a favorable industrialization and trade policy regime. The Program will support Bangladesh's implementation of the World Trade Organization's (WTO's) Trade Facilitation Agreement (TFA), and related best practices on transport and trade facilitation. The Program will also support the Government of Bangladesh to establish and improve border infrastructure as public goods, which will reduce the cost and time of cross-border transactions and handle international transit cargos. These are aligned with (i) the government's ongoing customs reform and modernization initiatives under Customs Strategic Action Plan 2019-2022, (ii) ADB's Strategy 2030, Operational Priority 7: Fostering Regional Cooperation and Integration, (iii) the SASEC Operational Plan 2016-2025, and (iv) one of the country partnership strategy's priority areas, deepening regional cooperation and integration.

3. Article 11 of WTO TFA provides a regulatory framework for freedom of international transit, but the relevant regulations have not been formulated yet. India and Bangladesh have agreed on international transit cargo operations, but protocol has restrictions on vehicles and vessels. Likewise, the Bangladesh-Bhutan-India-Nepal Motor Vehicles Agreement, which was signed by the four countries in June 2015, has yet to be implemented. With the proposed policy reforms under the Program, Bangladesh's trade process would comply with WTO TFA, and international transit of cargo would be facilitated. This will enable cargoes imported at Chattogram Port to be transported in Bangladesh and exported to the northeastern states of India; and cargoes between the northeastern states and the other states of India to be transported through Bangladesh.

4. In Bangladesh, there are 23 declared land ports at border crossing points (BCPs) with India and Myanmar. Most of the existing customs offices, and cargo transshipment and storage facilities are underdeveloped, and their capacity is insufficient to handle international transit cargos. The last 2-5 kilometers (km) sections of roads to BCPs are generally narrow and their pavement conditions are poor. Also, India and Nepal have demands of international trade by using the railways in Bangladesh. Bangladesh needs to build modernized land customs stations (LCSs) and land ports, and improve road conditions and railway cargo handling facilities at BCPs. The National Board of Revenue (NBR) has planned to develop and modernize the customs facilities and equipment of LCSs at Benapole, Burimari, Banglabandha, and Hili, which will be financed by the World Bank and the Government of Bangladesh. The Bangladesh Land Port Authority (BLPA) has started improvement of land ports at BCPs. ADB has financed development of land ports at Benapole and Burimari under the SASEC Road Connectivity Project. The World Bank is financing development of land ports at Benapole, Bhomra, Sheola, and Ramgarh under the Bangladesh Regional Connectivity Project 1. Land ports at Banglabandha, Bibrbazar, Birol, Teknaf, and Sonamasjid have been developed and are operated by public-private partnership arrangements.

5. The investment loan of the Program will be used to (i) develop modernized LCSs, expand capacity of land ports, improve the 2-5 km section of the roads and railway cargo handling facilities at the selected BCPs, and (ii) construct a central customs laboratory (CCL) and a regional training

center (RTC) in Dhaka. Electric cargo tracking system will be introduced at LCSs to register and monitor international transit cargos. Together with the policy reform part, the Program will result in the following outcome: fast, low cost, predictable, and secured cross-border trade and transport in the South Asia (SASEC Operational Plan). The Program will be aligned with the following impact: Region's trade and commerce expanded.

6. In Bangladesh, several government agencies have jurisdictions in relation to border infrastructure development and operations: (i) NBR under the Ministry of Finance for customs; (ii) BLPA under the Ministry of Shipping for trade and transshipment; (iii) the Roads and Highways Department (RHD) under the Ministry of Road Transport and Bridges and the Local Government Engineering Department (LGED) under the Ministry of Local Government, Rural Development and Cooperatives for road transportation; (iv) the Bangladesh Railways (BR) under the Ministry of Railways for rail transportation; and (v) others. ADB's engagement with the trade sector will activate coordination by the government agencies to integrate their jurisdictions and facilitate trade with the neighboring countries through the framework of SASEC.

B. Scope of Services

7. The Program plans to improve trade and transport infrastructure on the Bangladesh side of the BCPs in Table 1. Also, the Program will build CCL and RTC in Dhaka. The program executing agencies (the EAs) will be NBR, BLPA, RHD and/or LGED, and BR responsible for the customs office development, the land port development, the road development, and the railway cargo handling facility improvement, respectively. The scope of the consulting services is shown below. The Consultant is expected to propose necessary enhancements or refinements as well as any innovative approaches in keeping with the intended objectives of the services.

Table 1: Selected Trade and Transport Infrastructure

Border-Crossing Points	Customs	Land Port	Roads	Railways
Darshana	√	√	√	√
Sonamasjid	√		√	√
Birol	√			√
Sonahat	√		√	
Tamabil	√	√	√	
Sheola	√		√	
Akhaura	√	√	√	
Bibirbazar	√		√	
Teknaf*	√		√	
Total	9	3	8	3

* Subject to clearance by the Ministry of Home Affairs.

8. The consulting services will be implemented by an international consulting firm. The expected person-month inputs of the Consultant are shown in Table 2. The International Customs Specialist will act as Team Leader responsible for implementation of the consulting services contract, management of consulting services schedule, and quality of the reports. The National Customs Specialist will act as Government Coordinator among BLPA, BR, LGED, NBR, RHD, and any other government agencies relevant to the Program, and assist the Team Leader.

Table 2: Person-Month Inputs of the Consultant

International Experts	Person	Month	National Experts	Person	Month
Key Positions					
Customs Specialist/ Team Leader	1	5	Customs Specialist/ Government Coordinator	1	5
Architect	1	3	Architect	3	6
Highway Engineer	1	3	Highway Engineer	3	9
Railway Engineer	1	2	Railway Engineer	1	2
Trade Economist	1	3	Trade Economist	1	3
Transport Economist	1	3	Transport Economist	1	3
Finance Specialist	1	2	Finance Specialist	1	2
Environmental Specialist	1	3	Environmental Specialist	3	9
Climate Change Specialist	1	2	Climate Change Specialist	1	2
Social Specialist	1	3	Social Specialist	3	9
Gender Specialist	1	2	Gender Specialist	1	2
Procurement Specialist	1	3	Procurement Specialist	2	6
Subtotal	12	34	Subtotal	21	58
Non-key Positions					
IT Specialist	1	2	IT Specialist	1	2
Electrical Engineer	1	2	Electrical Engineer	1	2
Subtotal	2	4	Subtotal	2	4
Total	14	38		23	62

Task 1. Economic and Financial Feasibility Study: Customs Specialists, Trade Economists, Transport Economists, and Finance Specialists of the Consultant will carry out the following tasks. Outputs will be provided in a feasibility study report on economic and financial assessment.

Subtask 1.1: Trade and Transport Demands Analysis

- (i) Review the preliminary feasibility study report prepared by ADB's national customs specialist and refine the data and information on traded goods and volume, and origins and destinations of traded goods in the past 5 years at the selected BCPs.
- (ii) Develop a trade and transport demand model, assuming that with the help of proposed policy reform under the Program, Bangladesh's trade process will comply with WTO TFA, and international transit of cargo will be facilitated.
- (iii) Bangladesh will then be able to export goods landed at Chittagong Port to the northeast states of India, and India will be able to transport goods to and from the northeast states through Bangladesh. Estimate freight volume of such international transit cargos, and reduction of vehicle operation cost, travel time, greenhouse gas emission.
- (iv) Estimate growth of trade and traffic volume for the period until 20 years after the completion of the trade and transport infrastructure development at the selected BCPs based on the developed trade and transport demand model.

Subtask 1.2: Trade Economic Analysis

- (i) Provide the macroeconomic context for the policy-based loan (PBL) component and a rationale for public sector intervention, and describe the market failure that needs to be addressed to establish the rationale for the program.
- (ii) Conduct rigorous economic analysis for the policy-based loan component in accordance with the 2017 ADB Guidelines for the Economic Analysis of Projects

- ensuring compliance with OM G1 including 10 Key Areas of Economic Analysis of Investment projects.
- (iii) Undertake and compare the PBL benefits and costs using with-PBL and without-PBL scenarios, and prepare cost-benefit tables showing the stream of costs and benefits, their net present values, benefit to cost ratio, and economic internal rate of return.
- (iv) Identify key risks to the PBL to undertake sensitivity and risk analysis, and key variables necessary to measure program outcome/impact.
- (v) Undertake sustainability analysis on the PBL.

Subtask 1.3: Transport Economic and Financial Analysis

- (i) Prepare the highway development and management model (HDM, version 4) or an equivalent model to quantify economic benefits caused by road improvement, and appropriate models to measure subregional trade benefits obtained from the Program. Conduct economic analysis of the Program, following ADB's guidelines for the economic analysis of projects.
- (ii) Calculate an economic internal rate of return for (a) each of the investments in the transport and trade infrastructure at the selected BCPs, (b) each of the benefitted countries, and (c) the whole Program by using the trade and transport demands and engineering cost estimates, and estimated reduction of greenhouse gas emissions (subtasks 3.2). Assess economic viability of each of the investments. Undertake sensitivity analysis on the risk factor basis for various scenarios such as changes to the investment costs, operation and maintenance costs, trade and traffic volume, and construction period, etc.
- (iii) Calculate a financial internal rate of return for each of revenue generating investments in the transport and trade infrastructure at the selected BCPs by using the trade and transport demands and engineering cost estimates. Calculate a weighted average cost of capital of the Program financing and assess financial viability of each of the investments. Undertake sensitivity analysis on the risk factor basis for various scenarios such as changes to the investment costs, operation and maintenance costs, trade and traffic volume, and construction period, etc.
- (iv) Estimate the required budget for appropriate operation and maintenance of the improved transport and trade infrastructure at each of BCPs. Assess the financial sustainability by comparing the required budget with the current budget allocation and make recommendations as appropriate.
- (v) Propose a monitoring and evaluation framework in accordance with ADB's Guidelines for Preparing a Design and Monitoring Framework, and develop appropriate outcome and output indicators and collect baseline data for the indicators.

Task 2. Engineering Designs and Cost Estimate: Customs Specialists, Architects, IT Specialists, Electrical Engineers, Highway Engineers, and Railway Engineers of the Consultant will carry out the following tasks. Outputs will be provided in an engineering report on trade and transport infrastructure.

Subtask 2.1: Inventory, Condition, and Traffic Survey

- (i) Conduct digital video survey of investment areas. The digital video should be chainage-referenced and geo-referenced for ease of review. The video should focus clearly show right-of-way and width of the existing roads, pavement condition, intersections, and establishment on both side of the existing roads.

- (ii) Collect inventory data from the video and, if necessary, from site investigation, and enter the data into the database. The inventory data should include at least geometric features, pavement surface, drainage type and capacity, structures, roadside furniture, and other related facilities.
- (v) Collect condition data of investment roads, including pavement condition, roughness, drainage, structure, roadside furniture, and other related facilities.
- (vi) Conduct traffic survey of roads at the selected BCPs for the purpose of economic analysis and engineering design. The survey should at least include classified traffic counts, cross-border traffic volume count, origin-destination, and axle-load spectrum.
- (vii) Research completed and ongoing development of LCSs and land ports funded by the government, ADB, and development partners.

Subtask 2.2: Engineering Study and Design for Customs Areas and Buildings

- (i) Upon the results of the above feasibility study, propose technical solutions and alternatives for improving the customs areas and offices at the selected BCPs. The solutions should consider the trade volume forecasts, avoid land acquisition and involuntary resettlement wherever possible, and incorporate necessary enhancement for stability of electricity supply, internet connections, user inclusiveness, and gender responsiveness.
- (ii) Prepare practical and cost-effective building design for customs offices, customs laboratories, dormitories for customs officials, and parking and rest facilities for customs users. Consult building design with stakeholders and address the findings of consultation into the design as appropriate.
- (iii) Develop IT system design to install hardware of the electric cargo tracking system to register and monitor international transit cargos.
- (iv) Develop electricity supply design to operate customs areas and offices. Installation of electric generators and solar panels will be considered for saving of energy consumptions and back-up in case of electricity shutdown.
- (v) Prepare cost estimates for proposed improvements of each customs office and laboratory, separating foreign exchange, local currency, and tax and duty components.
- (vi) Prepare engineering technical specifications for each work item, taking into account relevant specifications being used in the country or elsewhere for similar works.
- (vii) Prepare front-end engineering designs and drawings for customs areas and buildings.

Subtask 2.3: Engineering Study and Design for Roads and Land Ports

- (i) Investigate the suitability of local construction materials, and where necessary, identify the location of new quarry and borrow pit, and assess the quality and quantity of materials and hauling distances.
- (ii) Upon the results of the above feasibility study, propose technical solutions and alternatives for improving the roads and land ports at the selected BCPs, including geometric alignment, pavement strengthening, rehabilitation, and/or widening of bridges. The solutions should consider the traffic forecasts, avoid land acquisition and involuntary resettlement wherever possible, and incorporate necessary enhancement for road safety, climate change resilience, user inclusiveness, and gender responsiveness.
- (iii) Carry out engineering surveys to enable the estimation of construction quantities with an accuracy of $\pm 10\%$. The surveys should include, but are not limited to topography, geotechnical, material, hydrology, drainage and structure.

- (iv) Prepare practical and cost-effective geometric design (horizontal, vertical, and intersection, etc.) for roads and land ports on the basis of traffic forecast, pavement structural assessment, axle-load, road safety, environmental assessment, and other relevant factors. Consult with stakeholders regarding engineering design and address the findings of consultation into the design as appropriate.
- (v) Prepare designs based on the typical pavement sections, applying sound engineering practices and giving due regard to environmental aspects as indicated in the initial environmental examination (IEE) report. The government's and ADB's environmental regulations policies should be followed.
- (vi) Study the hydrological regime in detail, based on an analysis of rainfall and flood records, supplemented by filed investigations. Use the findings to establish the adequacy and economics of road embankment levels, culverts, and side drainages, and to design roadbed and slope protection for the drainage, structures and bridges.
- (vii) Assess cross drainage requirements and accordingly propose the construction of new structure (such as bridges, culverts, and causeways) or the improvement of inadequate structure. Prepare engineering design for new structures or improvement of inadequate structures.
- (viii) Design axle load control facilities (including the station and equipment) at the selected BCPs following RHD's policies and guidance. Prepare the technical specification and cost estimate for axle load control facilities as part of the engineering design and bidding documents.
- (ix) Determine the most cost-effective improvement option for pavement structure. Where new pavements are required, the pavement structure design will follow an internationally recognized procedure to ensure a design life of 10 years, with provision for overlays during or at the end of design life to extend the life to 20 years.
- (x) Prepare cost estimates for proposed improvements of each road and land port, separating foreign exchange, local currency, and tax and duty components.
- (xi) Prepare engineering technical specifications for each work item, taking into account relevant specifications being used in the country or elsewhere for similar works.
- (xii) Prepare engineering drawings, including road plans (1:2,000 scale), longitudinal profiles (scales: 1:2,000 horizontal and 1:200 vertical), cross-sections, structure plans, and other requirements of the government.
- (xiii) Prepare bills of quantities and make engineer's estimates of the costs for relocation of existing utility services and civil works. The cost estimates should be broken down into foreign (direct and indirect), local currency, and tax and duty components.
- (xiv) Prepare an overall implementation schedule for each of investment roads, including the preconstruction activities, such as land acquisition, resettlement, environment clearance, and procurement, construction activities, construction supervision, and monitoring and evaluation activities.

Subtask 2.4: Engineering Study and Design for Railway Cargo Handling Facilities

- (i) Investigate the suitability of local construction materials, and where necessary, identify the location of new quarry and borrow pit, and assess the quality and quantity of materials and hauling distances.
- (ii) Upon the results of the above feasibility study, propose technical solutions and alternatives for improving the railway cargo handling facilities at the selected BCPs. The solutions should consider the traffic forecasts, avoid land acquisition and involuntary resettlement wherever possible, and incorporate necessary enhancement for railway safety, climate change resilience, user inclusiveness, and gender responsiveness.

- (iii) Carry out engineering surveys to enable the estimation of construction quantities with an accuracy of $\pm 10\%$. The surveys should include, but are not limited to topography, geotechnical, material, hydrology, drainage and structure.
- (iv) Prepare practical and cost-effective geometric design (horizontal, and vertical, etc.) for railway cargo handling facilities on the basis of traffic forecast, railway safety, environmental assessment, and other relevant factors. Consult with stakeholders regarding engineering design and address the findings of consultation into the design as appropriate.
- (v) Prepare cost estimates for proposed improvements of each railway cargo handling facility, separating foreign exchange, local currency, and tax and duty components.
- (vi) Prepare engineering technical specifications for each work item, taking into account relevant specifications being used in the country or elsewhere for similar works.
- (vii) Prepare engineering drawings, including railway plans (1:2,000 scale), longitudinal profiles (scales: 1:2,000 horizontal and 1:200 vertical), cross-sections, structure plans, and other requirements of the government.
- (viii) Prepare bills of quantities and make engineer's estimates of the costs for relocation of existing utility services and civil works. The cost estimates should be broken down into foreign (direct and indirect), local currency, and tax and duty components.
- (ix) Prepare an overall implementation schedule for each of investment railway cargo handling facility, including the preconstruction activities, such as land acquisition, resettlement, environment clearance, and procurement, construction activities, construction supervision, and monitoring and evaluation activities.

Task 3. Social and Environmental Study: Environmental Specialists, Climate Change Specialists, Social Specialists, and Gender Specialists of the Consultant will carry out the following tasks. Based on the study outputs, the Consultant will prepare (i) an initial environmental examination (IEE), a resettlement plan (RP), and an indigenous peoples plan (IPP), if required, for each of BCPs and construction of the Dhaka CCL and RTC; (ii) a climate risk and vulnerability assessment (CRVA) report, and (iii) a gender analysis and gender action plan.

Subtask 3.1: Environmental Assessment

- (i) Review the preliminary environmental assessment study report prepared by ADB's national environmental specialist and refine the environmental assessment of the investment sites in accordance with ADB's Safeguard Policy Statement 2009 (SPS), and the Government's environmental regulations and policies.
- (ii) Ensure that the environmental category for the designed investments (Task 2) of the Program is B in accordance with the environmental impact assessment requirements under the Department of Environment (DOE), Ministry of Environment and Forests and ADB's Screening Checklist for Environmental categorization according to the SPS.
- (iii) Prepare IEE as per relevant guidelines of DOE and ADB for each of the BCPs and Dhaka CCL and RTC. In preparing the IEE, a minimum of the following issues must be covered:
 - (a) Potential impacts on biodiversity including modified, natural, critical habitat and protected areas and necessary measures to minimize, mitigate and offset impacts.
 - (b) Potential transboundary impacts such as introduction of invasive alien species.
 - (c) Potential waste issues including hazardous materials and wastes and appropriate measures for their disposal, treatment and other forms of management.

- (d) Potential impacts on ambient air and water quality, noise levels and soil and recommendations for suitable mitigation measures. Impacts must be compared with relevant national standards and World Bank Environmental Health and Safety (WB-EHS) standards.
 - (e) Occupational Health Safety issues and measures for the construction workers as well as the local communities in and around the investment site.
 - (f) Potential impacts on physical and cultural resources including sensitive receptors (temples, schools, hospitals etc.) and measures to avoid, minimize, or mitigate impacts.
 - (g) Public consultations with affected people in the investment area including men, women, vulnerable or indigenous groups with clear documentation on dates of meeting and issues discussed. Consultations must also be carried out with relevant government agencies (e.g. Forest Department, Agriculture Department etc.) and relevant local NGOs if any to (1) collect baseline information, (2) obtain a better understanding of the potential impacts and (3) incorporate relevant the perspectives/concerns of the stakeholders in the investment design and mitigation measures.
 - (h) Grievance Redress Mechanism to address concerns and grievances of the affected people in the course of the investment cycle.
 - (i) Brief assessment on cumulative and induced impact assessment.
 - (j) Assessment of the institutional set up and capacity of the EAs for meeting environment safeguard requirements of the Government as well as ADB. Institutional and capacity development needs, if any, must be identified and planned for with adequate budget provisions.
- (iv) Prepare individual Environmental Management Plans (EMP) and Environmental Monitoring Plans (EMOP) to implement and monitor the mitigation measures will be prepared with clear information on costs, time frame, responsible agencies, monitoring methods and monitoring indicators. Incorporate EMP and EMOP, and feedback from all relevant stakeholders including the EAs, ADB, affected persons and others into the IEE reports.

Subtask 3.2: Climate Change Risk and Vulnerability Assessment

- (i) Conduct literature reviews to: (a) collect data and information on projected climate changes in investment areas; (b) to understand if there are any ongoing climate resilience initiatives being undertaken in the investment area/s; (c) to understand current practices and lessons learnt on climate change adaptation measures in cities around the world, Asia, and Bangladesh; (d) to understand the typical adaptation measures being taken for similar investments.
- (ii) Collect primary and secondary climate data (rainfall, temperature, highest flood level, etc.) as necessary for identifying climate risks in the investment area/s and Bangladesh as a whole and in the proposed alignment and sites of the associated structures
- (iii) Identify the key climate risks in the investment area/s, including alignment and locations of associated structures and recommendations for adaptation based on ongoing best practices in the world, Asia, and Bangladesh.
- (iv) Based on the type of climate risks identified, conduct further in-depth studies, if necessary, such as: hydrological analysis and modelling; statistical analysis, GIS based analysis, etc.
- (v) Identify adaptation measures or design modifications to mitigate the key climate risks in consultation with the design engineers. Where feasible, identify innovative measures

- or best practices being applied successfully in similar investments and/or other countries.
- (vi) Estimate the incremental costs of adaptation measures or design modifications in relation to the total investment costs.
- (vii) Report the climate risk assessment and adaptation measures incorporated in the investment design.
- (viii) Quantify greenhouse gas (GHG) emissions expected from the construction and operation stages of the investment with recommendations for suitable mitigation and/or offset measures. It is recommended that appropriate tools such as TEEMP be used for the GHG quantification exercise.
- (ix) Quantify GHG emissions that can be reduced by the international transit cargo operation between Bangladesh and India by using the appropriate tools.

Subtask 3.3: Poverty and Social Assessment

- (i) Carry out poverty and social assessment (PSA) that focuses on determinants of poverty and social characteristics at the selected BCP areas. The PSA data will be based on (a) sample surveys collected during public consultation meetings and focus group discussions; (b) feedback from discussions during public consultation meetings, focus groups and one-on-one interviews, and (c) secondary data. The PSA will be in accordance with ADB's Guidelines for the Incorporation of Social Dimensions in ADB Operations and Handbook on Poverty and Social Analysis.
- (ii) Identify key beneficiaries and assess local demand for the proposed investments. Identify investment-related interests of key stakeholders, likely barriers to their participation in and benefits from the investment, and suggest possible strategies for addressing their concerns.
- (iii) Identify the constraints and needs of the poor and vulnerable. Identify the direct and indirect impact channels through which the poor and vulnerable will benefit from the investment and how these groups are supported through the investment designs. With the participation of stakeholders, identify and analyze the reasons behind the vulnerability of at-risk groups, including their exposure to risks. Identify potential proactive measures, in terms of additional components and design options, which will make it easy for the poor and vulnerable to benefit from the investment.
- (iv) Assess the general socio-characteristics of women: source of income; decision-making power over household budget; time spent in household chores and child-rearing activities; work outside the household. Assess the different needs and demands of women for trade and transport. Through consultation with the technical experts and the IAs, assess the feasibility to include women, elderly and children friendly designs features that would make the investment more responsive to women's needs.
- (v) Conduct assessment of the risk of spread of HIV/AIDS and other communicable diseases due to the investment. Assess the existing prevalence and awareness of HIV/AIDS and provide suggestions for measures to be incorporated in the investment to mitigate this risk.
- (vi) Conduct assessment on the risk of human trafficking. Assess the existing incidence of human trafficking at the selected BCP areas and map any government or NGO programs and initiatives that address this issue. Identify possible entry points for the investment to use social mobilization programs to raise awareness about the dangers of trafficking (awareness programs around construction camps; introduction of good behavior codes for construction contractors; services and information to vulnerable people at key points such as bus stops and border crossing points).

- (vii) Conduct assessment of road safety practices. Identify existing practices detrimental to road safety. Identify groups who may be most at risk. Propose measures to increase safety awareness and traffic education campaigns, including building-up on existing programs conducted by government agencies or NGOs.
- (viii) Ensure proper consultations and participation through public consultation meetings at the selected BCP areas; focus group discussions with key stakeholder groups and one-on-one interviews. Ensure the representation of women and include relevant community-based groups and civil society organizations in the participatory process. Ensure proper documentation of the consultation process. Through the PSA, assess how participants' concerns can be integrated into the investment design. Propose follow-up participatory measures for implementation activities.
- (ix) Provide baseline data from the PSA that in coordination with the economic analysis should be used for the design of a time-bound benefit monitoring and evaluation program, including monitoring indicators, to assess the investment benefits to local communities before and after the investment. Further suggestions for additional baseline data should be included. The investment should address not only the economic benefits but also poverty reduction impacts and other social benefits such as stability of the region and integration with other parts of the country.
- (x) Prepare a summary of poverty reduction and social strategy recommended for the investment part of the Program.

Subtask 3.4: Resettlement and Indigenous Peoples Planning

- (i) Based on the engineering designs, carry out a screening of involuntary resettlement and indigenous peoples' impact for each investment site, in accordance with the Government's National Involuntary Resettlement Policy and ADB's Safeguard Policy Statement 2009 (SPS). Identify whether the investment site is likely to lead to private land acquisition and lead to impact on non-titled holders. The screening exercise will also include an assessment of past social impacts, e.g., if lands acquired by land developers will be used for the investment.
- (ii) Identify whether the investment will be located in, or pass through, areas of significant indigenous people's settlements, and if this is the case propose how to specifically include indigenous peoples in investment planning and implementation in accordance with ADB's SPS. If relevant, make an overview of population characteristics in the investment area and anticipate investment impacts.
- (iii) Review the preliminary social assessment study report prepared by ADB's national social specialist, and refine and complete the checklist for involuntary resettlement and indigenous people screening.
- (iv) Prepare an RP for each of the selected BCPs and Dhaka CCL and RTC, in compliance with the Government's National Involuntary Resettlement Policy, and ADB's SPS.
- (v) Based on the engineering design, determine the legal status of private land within the affected areas, verify application of customary and traditional laws governing land tenure, usufruct rights, leasehold. Verify legal boundaries of the public properties with the relevant ministry.
- (vi) Based on the engineering design, conduct census survey of 100% of Affected People (APs) and an Inventory of Lost Assets.
- (vii) Conduct a socioeconomic assessment of all APs residing/using the affected areas to collect data on family composition, details on age and sex of all the members of the household, income levels and occupational pattern, vulnerability status, legal ownership status of land (private, traditional and customary rights, lease), asset occupancy status and skills possessed.

- (viii) Assess whether the compensation standards for all types of assets, crops, and trees are based on replacement cost and describe in detail the valuation methodology used. Undertake market surveys to compute replacement value of land.
- (ix) Prepare a comprehensive income and livelihood restoration program, supported by adequate budget, to help APs improve, or at least restore, their incomes and livelihoods. Identify specific measures for the affected poor, ethnic minorities, or other vulnerable households.
- (x) Conduct in-depth consultations with the affected persons, ensuring the involvement of women in the process. Consultations should take the forms of public meetings, focus group discussions and one-on-one interviews. Ensure that the consultation process is well documented and demonstrate how the concerns of the affected persons are included to the design of the RP.
- (xi) Establish a cut-off date for eligibility criteria for non-title holders and ensure and document that it has been publicly disseminated.
- (xii) Prepare overall budget for compensation, resettlement and rehabilitation (R&R) assistance.
- (xiii) Based on the draft R&R entitlements prepare an appropriate action plan for additional support required for the vulnerable. Organize workshops on draft R&R policy to receive feedback from identified stakeholders, including implementing agency, line agencies (specifically revenue, forest, tribal welfare, etc.), NGOs and others.
- (xiv) Assist the IAs for developing a computerized database management system for recording APs and lost assets. The system should reflect the present impact on APs and accordingly the entitlements for APs are planned. The system should be in place from the beginning of the resettlement survey.
- (xv) If impacts on indigenous peoples are identified, prepare an IPP to minimize adverse impacts on tribal communities and to enhance their access to investment benefits on par with others.
- (xvi) Assess the capacity of the IAs in implementing the proposed RP and IPP, and recommend improvements and actions required.

Subtask 3.5: Gender and Social Inclusion Planning

- (i) Analyze the proposed investment from a gender perspective and develop investment components and implementation mechanisms to reduce gender disparities, mainstream gender equity concerns, and avoid any negative impacts on gender equality or women's empowerment.
- (ii) Identify and describe the intended client/beneficiary groups using sex-disaggregated demographic data, and generally advise the team on collecting sex-disaggregated data.
- (iii) Review documentation on the investment areas and interview relevant stakeholders, including women and men, to develop a gender profile of the client/beneficiary groups and subgroups with respect to (a) differences in the roles, status, and wellbeing of women and men in these groups; (b) men's and women's access to services, resources, assets, and income-generating activities; and (c) men's and women's participation in decision making, development priorities, time constraints, and other factors that may affect their participation in the investment.
- (iv) Consider how men and women can participate in the investment activities in light of their motivations, knowledge, skills, organizational resources, and time burdens, and how the investment is likely to affect gender relations in society.

- (v) Prepare appropriate design mechanisms to ensure women's and/or girls' equitable access to investment benefits, and to avoid increasing time or other burdens on women, including a gender action plan, if needed.
- (vi) Identify the need for female agency staff or community mobilizers to help in implementing the investment; and identify their needs and the needs of other agency staff, local government, community leaders, and other stakeholders for gender-related training.
- (vii) Identify opportunities within the investment to address women's and girls' priorities in terms of literacy and skills development, health and nutrition, income-generating activities, and other concerns, including through links to other ongoing programs and projects.
- (viii) Identify institutions (government and nongovernment) that focus on women or gender concerns and that might contribute to the design, implementation, monitoring, or evaluation of the investment.
- (ix) Assess the capacity of the proposed executing and implementing agencies to deliver services to women and girls, and make recommendations to strengthen this capacity through the investment.
- (x) Identify gender-related targets and indicators and mechanisms for monitoring the gender-related impacts of the investment, to be included in the Program's design and monitoring framework and performance management system, and mechanisms for collecting sex-disaggregated data.

Task 4. Procurement Plan and Bidding Documents: Architects, Highway Engineers, Railway Engineers, and Procurement Specialists of the Consultant will carry out following tasks. The expected outputs will be (i) a procurement risk assessment report for each of the EAs, (ii) a procurement plan, and (iii) master bidding documents for (a) construction of customs buildings, (b) development of land ports, (c) road improvement, and (d) improvement of railway cargo handling facilities.

- (i) Carry out ADB's program procurement risk assessment questionnaire for the EAs, obtain meaningful responses to the questions from the EAs, assess procurement capacity and risk of the EAs, and prepare a procurement risk assessment report for each of the EAs.
- (ii) Based on the EA's procurement capacity and risk as well as availability of the engineering designs, assess applicability of (a) admeasurement type contract, (b) design and build type contract, (c) performance-based maintenance contract with (a) and/or (b), and (d) other types for works, and propose procurement contract packages for works.
- (iii) Assess the possibility of private sector financing for the land port development. If private sector financing is not considered feasible, prepare adequate contract arrangements with BLPA.
- (iv) Finalize the contract packages, taking into account (a) the location of the investment roads, size of contracts, and other investment-specific factors, (b) the capacity and experience of client in managing similar contracts, (c) the development of domestic contracting and manufacturing industries, and in consultation with the EAs, ADB, and other relevant stakeholders.
- (v) Prepare a procurement plan for the investment, and the master bidding documents for (a) construction of customs buildings, (b) development of land ports, and (c) road improvement using ADB's standard bidding document for procurement of civil works.

- (vi) Upon the EA's request, assist them for advertising, issuing bidding documents, responding to queries, receiving and evaluating applications, and other procurement-related activities.
- (vii) Prepare implementation schedules showing the planned physical and financial progress for each contract package. The schedules should be prepared on the basis of a review of recent ADB-financed road projects in the country, and the schedule should also reflect seasonal climatic impacts to the works.
- (viii) Conduct a strategic procurement planning workshop with the EAs and other stakeholders based on the above tasks.

Task 5. Assistance for ADB missions: The Consultant will assist ADB missions in carrying out review of the TA implementation and preparation of the investment part of the Program, and preparing draft loan documents for the investment part of the Program.

C. Implementation Arrangements and Staffing

9. The implementation will be led by ADB with assistance of the EAs, and will be guided by the Ministry of Finance, the Ministry of Shipping, the Ministry of Road Transport and Bridges, the Ministry of Local Government, Rural Development and Cooperatives, and the Ministry of Railways. The Consultant should attend and present progress of the assignment at the government meetings, and ADB missions, etc.

10. Relevant experience and qualification for key positions are shown in Table 3 below. International experts having experiences in Bangladesh are preferred. National experts having experience in projects financed by ADB and development partners is preferred. Also, full-time employee of the consulting firm is preferred.

Table 3: Relevant Experience and Qualification for Key Positions

Key Positions	Relevant Experience and Qualification
International Experts	
Customs Specialist/Team Leader	<ul style="list-style-type: none"> • Master's degree or post graduate degree in finance and customs fields. • Minimum 20 years of experience, including 10 years of relevant overseas working experience preferably in South Asia region, in customs services. • At least one experience in team leader of customs planning services.
Architect	<ul style="list-style-type: none"> • Master's degree or post graduate degree in architecture, civil engineering, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in building design services.
Highway Engineer	<ul style="list-style-type: none"> • Master's degree or post graduate degree in highway engineering, traffic engineering, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in road design services.
Railway Engineer	<ul style="list-style-type: none"> • Master's degree or post graduate degree in railway engineering, traffic engineering, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in railway design services.

Trade Economist	<ul style="list-style-type: none"> • Master's degree or post graduate degree in trade economics, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in trade economics and project economic analysis services.
Transport Economist	<ul style="list-style-type: none"> • Master's degree or post graduate degree in trade economics, transport planning, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in trade economics and project economic analysis services.
Finance Specialist	<ul style="list-style-type: none"> • Master's degree or post graduate degree in finance, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in trade economics and project financial analysis services.
Environmental Specialist	<ul style="list-style-type: none"> • Master's degree or post graduate degree in environmental science, climate change, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in environmental impact assessment and preparation and monitoring EMP implementation for infrastructure projects • Experience with multilateral development banks, particularly familiarity with ADB's SPS 2009 is advantage.
Climate Change Specialist	<ul style="list-style-type: none"> • Master's Degree in Climate Sciences, Meteorology, Environmental Engineering and related fields • Minimum 15 years (minimum 5 years relevant overseas working experience preferably in South Asia region) of experience in development projects and designing adaptation measures with at least 5 years specialized experience in preparing climate risk assessments and designing adaptation measures in infrastructure projects • Experience with multilateral development banks is preferred
Social Specialist	<ul style="list-style-type: none"> • Master's degree or post graduate degree in social science, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in social development, poverty assessment, and land acquisition and resettlement services.
Gender Specialist	<ul style="list-style-type: none"> • Master's degree or post graduate degree in social science, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in social development, gender sensitization and empowerment services.
Procurement Specialist	<ul style="list-style-type: none"> • Master's degree or post graduate degree in civil engineering, architectural engineering, or relevant fields. • Minimum 15 years of experience, including 5 years of relevant overseas working experience preferably in South Asia region, in procurement for civil works to improve roads and construct buildings.
National Experts	
Customs Specialist/Government Coordinator	<ul style="list-style-type: none"> • Master's degree or post graduate degree in finance and customs fields.

	<ul style="list-style-type: none"> • Minimum 20 years of experience in customs services. • At least one experience in team leader of customs planning services.
Architect	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in architecture, civil engineering, or relevant fields. • Minimum 15 years of experience in building design services.
Highway Engineer	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in highway engineering, traffic engineering, or relevant fields. • Minimum 15 years of experience in road design services.
Railway Engineer	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in railway engineering, traffic engineering, or relevant fields. • Minimum 15 years of experience in railway design services.
Trade Economist	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in trade economics, or relevant fields. • Minimum 15 years of experience in trade economics and project economic analysis services.
Transport Economist	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in trade economics, transport planning, or relevant fields. • Minimum 15 years of experience in trade economics and project economic analysis services.
Finance Specialist	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in finance, or relevant fields. • Minimum 15 years of experience in finance and project financial analysis services.
Environmental Specialist	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in environmental science, climate change, or relevant fields. • Minimum 15 years of experience in environmental impact assessment, preparation and monitoring EMP implementation for infrastructure projects, and climate change adaptation services. • Experience with multilateral development banks, particularly familiarity with ADB's SPS 2009 is an advantage.
Social Specialist	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in social science, or relevant fields. • Minimum 5 years of experience in social development, poverty assessment, and land acquisition and resettlement services.
Gender Specialist	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in social science, or relevant fields. • Minimum 5 years of experience in social development, gender sensitization and empowerment services.
Procurement Specialist	<ul style="list-style-type: none"> • Bachelor's degree or post graduate degree in civil engineering, architectural engineering, or relevant fields. • Minimum 15 years of experience in procurement for civil works to improve roads and construct buildings.

D. Reports and Time Schedule

11. The consulting services will be implemented over 5 calendar months from the commencement date.

12. The following reports, in the English language, will be submitted by the Consultant to the Government (8 copies) and ADB (2 copies). The final report will also be submitted on CD-ROM.

Table 4: Reporting Requirements

Output Reports	Submission Deadline (No. of months after commencement)
Inception Report	1
Engineering Report	2
Economic and Financial Analysis Report	3
Climate Risk Assessment and Vulnerability Report	3
Poverty and Social Assessment Report	3
Gender Assessment Report and Gender Action Plan	3
Initial Environmental Examinations	4
Resettlement Plans	4
Indigenous People Plans	4
Procurement Plan, Program Procurement Risk Assessment Reports, and Master Bidding Documents	4
Draft Final Report	4
Final Report	5

E. Data and Reports to Be Provided by the Government

13. All available reports for completed or ongoing trade, customs, engineering, traffic, social and environmental surveys will be provided by the Government.