



Rajshahi Development Authority

RDA Bhaban

Banolata C/A, Rajshahi-6203

www.rdaraj.org.bd

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Date- 23/04/2017

Request for Expression of Interest

“Consultancy Services for Revision of Functional Master Plan and Detailed Area Plan to make the Rajshahi Metropolitan Development Plan (RMDP) Disaster Risk Sensitive”

The Government of the People’s Republic of Bangladesh has allocated a fund to Rajshahi Development Authority (RDA) for the Project “**Revision of Functional Master Plan and Detailed Area Plan to make the Rajshahi Metropolitan Development Plan (RMDP) Disaster Risk Sensitive**” and it intends to apply part of the proceeds of this fund to payments under the contract for the Consultancy Services. The project works will be executed with the close coordination and active participation of Rajshahi Development Authority.

Description of Services:

1. To review the Rajshahi Metropolitan Development Plan (RMDP-2004-20024) by assessing its success, failures and adjustments since 2004.
2. To formulate Disaster Risk Sensitive Functional Master Plan including risk sensitive land-use plan, investment program and implementation plan to ensure that Rajshahi Metropolitan Development Plan (2004-20024) is disaster risk-sensitive.
3. To review, enrich and strengthen the current planning regulation, process and plan implementation and monitoring system for RDA.
4. To train up RDA’s relevant officials and staffs, and related specialists to enhance its internal capacity for the effective implementation and update of the plan.

Scope of the services:

The total project duration is 18 months. The scope of the consultancy services is listed below but not limited to and not fully sequential:

A. Mobilization, Data Collection and Analysis (Approximate duration 12 months):

In the first twelve months of the project period, the consultant would aim to complete the following activities:

1. Mobilization of Project Team:
 - a. The consulting firm would set up an office in the Project area, mobilize the project team and ensure the fulltime stay of the Team Leader, Deputy Team Leader and other specialists/Experts as well as necessary technical equipments there.
2. Data Collection and Analysis:
 - a. All related primary and secondary data, documents, acts, rules, regulations, maps, etc. (relevant to land-use, hazard, vulnerability and risk assessment, contingency plans, urban economy, comprehensive mapping etc.) need to collect from concern organizations, offices, etc.

- b. Collected data need to be analyzed and processed to diagnose the project area based on disaster risk sensitivity and RMDP's vision and goals. An existing scenario of the project area should also be sketch out based on the working report of the each planning sector.
- B. Preparation of Functional Master Plan and Detail Area Plan (Approximate duration 06 months):
1. Preparation of Functional Master Plan
 - a. Prepare a Disaster Risk Sensitive physical and land-use plan including a contingency plan and development strategies and guidelines for RMDP area;
 - b. Develop an implementation plan, and monitoring and evaluation indicators of the Disaster Risk Sensitive physical and land-use plan;
 - c. Integrate the disaster risk sensitive land-use plan and strategies with the ongoing national plans and strategies;
 2. Detail Area Plan
 - a. Prepare zone-specific Detailed Area Plan through the proper involvement of the local people.
- C. Training of RDA's Relevant Officials and Staffs:
1. Develop guidelines and provide systematic training during the project period to the RDA's relevant officials and staffs to enhance its internal capacity for technical assessments, interpret results, integrate disaster risk reduction parameters and objectives into plans and the decision-making processes for plan implementation, update and monitoring and evaluation.

Rajshahi Development Authority is now inviting the eligible Consulting Firms to indicate their interest in providing above-mentioned services and submit 03 (Three) copies of Expression of Interest (1 Original and 2 Photocopies). The Expression of Interest (EOI) should include the following documents, experience, resources and delivery capacity of the firms:

- a. Brochures;
- a. Experiences in successful completion of similar services, which means consultancy services for Disaster Risk Sensitive Land-use Planning; Land use planning, Detail Area Planning, hazard, vulnerability and risk assessment, analysis and modeling; using remote sensing and Geographic Information System (GIS).
- b. Experience in successful completion of similar services in a single work order amounting not less than Tk. 825.00 Lakh within last five years in Government/Semi-Government/Autonomous organization.
- c. Summaries of firm's financial, managerial and human resource capacity;
- d. Income tax certificates, VAT registration certificate, TIN certificate and other relevant documents need to be submitted.
- e. Availability of appropriate, experienced and capable key personnel with adequate number of supporting staff whose bio-data shall have to submit along with the proposal;
- f. The language of the EOI and all submitting supporting documents will be in English.

The EOIs would be reviewed based on the following but not limited to:

- a. Date of registration/ incorporation (age of firm);
- b. Experience of the firm in conducting similar services (including cost and duration of the projects);
- c. Availability of professionals with appropriate skills, human resource structure and of others resources-logistics and support services of the firm;

Consulting firms may associate with other firms to enhance their qualification but it should mention the association form between them (Joint venture, sub-consultancy or others). In the case of association, all

members should describe their inputs to the assignment clearly. The total number of firms' associates should not be more than three.

EOIs shall be submitted by May 28, 2017 during the office time (17.00 hours local time) in sealed envelope to the address of the undersigned with a clear marking of "**Consultancy Services for Revision of Functional Master Plan and Detailed Area Plan to make the Rajshahi Metropolitan Development Plan (RMDP) Disaster Risk Sensitive**". Interested consultants may obtain additional information from the office at the address below during office hours i.e. 9.00 am to 5.00 pm between Sunday to Thursday. The Procuring entity reserves the right to accept or reject all EOIs.

SD/. 23/04/2017

(Freedom Fighter Principal Md. Bazlur Rahman)

Chairman

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