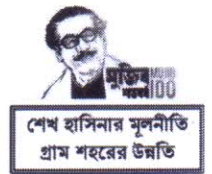


Government of the People's Republic of Bangladesh
Office of the Executive Engineer
Dhaka Division, Dhaka.
Department of Public Health Engineering



Memo No: 46.03.2600.061.07.232.16-930

Date: 05/01/2023

To : 1. The Manager, Advertisement
The Daily -----

2. The Manager, Advertisement
The daily -----

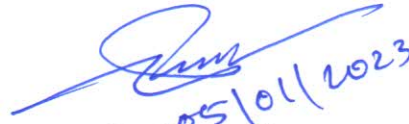
Subject: Notice for Advertisement of "Request for Expression of Interest (EOI) For the Recruitment of 'Senior Supervision Consultant' at Primary Education Unit (PEU) of DPHE."

Ref: 1. Memo No. Focal Point Primary Unit, DPHE-83, Date: 25/08/2022

Please find enclosed herewith one copy of notice for advertisement, under the caption invitation of "Request for Expressions of Interest (EOI) for the 'Senior Supervision Consultant' at Primary Education Unit (PEU) of DPHE."

It will be appreciated if you kindly publish the attached advertisement in your daily newspaper on 06 January, 2023. You are also requested to send two copies (as complementary) of the issue publishing the advertisement in your daily to the undersigned office.

Attachment: One copy of the notice.



(Bashir Ahammed)
Executive Engineer
DPHE, Dhaka Division, Dhaka.

Memo No: 46.03.2600.061.07.232.16-930/1(1)

Date: 05/01/2023

Copy with enclosure to:

- ✓ 1. Programmer, MIS Unit, Planning Circle, DPHE, Dhaka. Please publish the EOI and ToR in DPHE Website.



(Bashir Ahammed)
Executive Engineer
DPHE, Dhaka Division, Dhaka.

Memo No: 46.03.2600.061.07.232.16-930/2(3)

Date: 05/01/2023

Copy forwarded for information to:

1. Focal Point, Primary Education Unit, DPHE, Dhaka.
2. Focal Point, PEDP4 Project, DPHE, Dhaka.
3. Office copy.


(Bashir Ahammed)
Executive Engineer
DPHE, Dhaka Division, Dhaka.



Request for Expression of Interest (EOI)
For the Recruitment of 'Senior Supervision Consultant' at Primary Education
Unit (PEU) of DPHE.

Memo No- 46.03.2600.061.07.232.16-১২৯

Date: 05/01/2023

The Fourth Primary Education Development Program (PEDP-4) is the continuation of Government's approach after PEDP3 in thriving the excellence of children through the fulfillment of several distinct milestones including construction of need-based infrastructures for sanitation and water supply. The program is supported by the Government of Bangladesh as well as several Development Partners (DPs).

Department of Public Health Engineering (DPHE) under the Ministry of Local Government, Rural Development and Cooperatives (MLGRD&C) is involved in PEDP-4 in the capacity of implementation partner of Directorate of Primary Education (DPE) to provide the water supply and sanitation facilities in the primary schools of Bangladesh. For the smooth implementation of the program in program office, DPHE Dhaka district now invites eligible individuals to indicate his/her interest in providing the services as 'Senior Supervision Consultant'. Interested Individual should provide information demonstrating that s/he has the required qualifications and relevant experience to perform the Services as follows:

Package No	Name of the Position	Required Qualification & Experience	Consultant's Assignment
HQSC-01	Senior Supervision Consultant	<p>a) Educational Qualification :</p> <ul style="list-style-type: none">Bachelor of Science in Civil Engineering with 05 years' experience. <p>b) Experience :</p> <ul style="list-style-type: none">At least 03 years' specific job experience in planning, design and supervision of building construction and installation of water sources.Have in-depth knowledge in MS Office and prepare all sorts of report and presentation both in Bangla and English associated with project implementation.Experience in quality assurance of infrastructure development related to Water Supply and Sanitation.Familiarity with updated Government rules & regulations such as PPA-2006, PPR-2008, Delegation of Financial Power (DOFP) and bilateral and multilateral development agencies in Bangladesh.	<ul style="list-style-type: none">Preparation of relevant plans (AOP and RAOP), guidelines, reports, cost estimates, tender documents regarding infrastructure development related to Water Supply and Sanitation.Monthly, quarterly PEDP4 progress/status report relating to the development of Water Supply and Sanitation infrastructures.Freequent site visit for Monitoring of the implementation Progress of ongoing construction works under PEDP4 project.

The competent applicant is invited to provide information indicating that s/he is qualified to perform the services (complete CV along with description of similar assignments, experience in similar conditions, general qualifications and financial proposal).

The Consultant will be selected and contracted as per the "Selection of Individual Consultant (SIC)" method as described in PPR-2008. Consultant having ongoing contract with any other government project or consultant already engaged in other district for the same assignment will not be considered for short listing.

The assignment will be effective from the date of joining to June/2025 or as the program completion period. Interested applicants may obtain the detailed Terms of Reference (ToR) upon request from the address provided below either by e-mail or in person during the office hours (08-00 AM to 03-00 PM). The ToRs are also available at the DPHE website (<http://www.dphe.gov.bd>).

Expression of Interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by 3.00 pm (BST), **23rd January, 2023** and clearly marked "Request for Expression of Interest", package number, name of the position applied for and name and address of the individual.

The authority reserves the right to accept or reject any or all of the EOIs or cancel the EOI process at any stage without assigning any reason whatsoever and without incurring any liability to the affected applicants.

For further information and clarification, intending applicant may contact at the address given below during office hours (08-00 AM to 03-00 PM).



(Bashir Ahammed)
Executive Engineer
Department of Public Health Engineering
Dhaka District
Email: ee.dhaka@dphe.gov.bd

**Terms of Reference (ToR) for
Engagement of Senior Supervision Consultant (Individual)
under Fourth Primary Education Development Program (PEDP4)**

1. Background

Bangladesh, a country with its astonishing economic boom has cherished the golden jubilee of its independence. For a rapidly developing country like Bangladesh, it is utmost important to ensure holistic development of the children which includes both intellectual and emotional development in such a manner that they can uphold the nation from all aspect. The Fourth Primary Education Development Program (PEDP-4) is the continuation of Government's approach after PEDP3 in thriving the excellence of children through the fulfillment of several distinct milestones including construction of need-based infrastructures for sanitation and water supply. The program is supported by significant contributions from Government as well as Development Partners (DPs). Department of Public Health Engineering (DPHE) under Local Government Division (LGD) of Ministry of Local Government, Rural Development and Cooperatives (MLGRD&C) is involved in the capacity of implementation partner to provide the water supply and sanitation facilities in the primary schools of Bangladesh. As per MoU signed in between DPE and DPHE and as per revised DPP (RDPP) of PEDP-4, DPHE will install 20,000 new drinking water sources in the primary schools, conduct water quality testing of 65,000 water points, construct 58,000 new Wash Blocks in 29,000 primary schools, conduct major maintenance of 10,000 wash blocks constructed in PEDP3, install water supply and sanitation facilities in the DD, DPEO, UEO, URC, PTI offices in the project tenure (July/2018 to June/2025) with an aim to provide safe drinking water and sanitation services in the primary schools under PEDP-4. Considering the work volume and diversity of work it is necessary to engage multiple Senior Supervision consultants for the smooth implementation of the project.

2. Scope of Work

The Senior Supervision Consultant will be based in the Office of the Focal Point, Primary Education Unit, DPHE, Dhaka. The consultant will provide technical support to the Focal Point, PEDP4, DPHE, Dhaka and Chief Consultant along with other officials of the District/Division for pursuing smooth implementation of Water Supply and Sanitation activities in the Primary Schools and DPE related offices under PEDP4. In addition, S/he will assist the Focal Point, PEDP4 in monitoring, implementation and progress review of activities as mentioned above. The said Senior Supervision consultant will help the Focal Point, PEDP4 in preparing different reports/documents related to monthly/quarterly progress, submit construction status report, submit water quality test report, collect data on environmental & social safeguard report etc. The specialist will also assist the Focal Point, PEDP4 and Chief Consultant with preparation of reports, solving site related construction issues and monitoring and reviewing progress of the ongoing construction activities through frequent site visit and













large scale co-ordination with district level supervision consultant under the overall guidance and supervision of the Focal Point, PEDP4.

3. Detailed Tasks

The Senior Supervision Consultant will work under the guidance of the Focal Point, PEDP4. S/he will provide required support to the Chief Consultant.

Key tasks (but not limited to) of the specialist would be as follows:

- a) Supervising and providing technical supports for the construction of water supply and sanitation infrastructures of the Govt. Primary Schools and DPE related offices on the basis of approved infrastructure plan and planning guideline (IPG) and Environmental and Social Safeguard framework (EMF & SMF) approved by MoPME.
- b) Preparing technical specifications, BOQ and detailed estimate of works as per requirement.
- c) Assisting in verifying revised estimate submitted by Upazila/District Engineers (AE/SAE/EE) on the basis of approved design and actual work done.
- d) Preparation of related reports (monthly, quarterly and half yearly progress report), tender documents regarding infrastructure development related to water supply and sanitation.
- e) Liaison with LGED, DPE and other relevant stakeholders for efficient information flow on infrastructure plan, master plan, layout plan of the primary schools for the confirmation of the adequate space for WASH Block or Water Sources.
- f) Confirmation of appropriate design of WASH Blocks based on soil investigation report.
- g) Co-ordination with district level supervision consultant for regular monitoring at different construction stages of WASH Block i.e., foundation casting/ column/ roof/ beam/ slab etc. Similar monitoring is applicable for Water Sources.
- h) Resolve any site related construction issues forwarded from district offices by frequent site visit.
- i) Co-ordination with primary schools, DPE local offices, DPHE local offices and DPHE HQ.
- j) Providing technical support for analyzing and updating PEDP4 Web based Software (TIMS) and Mobile Application aligned with PEDP4 integrated systems development plan.
- k) Assisting in preparing the work schedule (Gantt Chart) for monitoring the implementation progress of the works.
- l) Providing support for overall capacity building of the DPHE District/Upazila officials on ensuring quality of construction.
- m) Attend DPE-DPHE, MoPME-DPHE and DPHE circle and district level meetings.
- n) Undertaking any other activities relating to implementation of PEDP4 as assigned by the concerned Executive Engineer.

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4. Output and Reporting Requirements

- a) Preparation of relevant plans (AOP and RAOP), guidelines, reports, cost estimates, tender documents regarding infrastructure development related to Water Supply and Sanitation.
- b) Monthly, quarterly PEDP4 progress/status report relating to the development of Water Supply and Sanitation infrastructures.
- c) Submit monthly plan and progress report of previous month based on on-site implementation.
- d) Work schedule (Gantt Chart) for monitoring of the implementation progress of the construction works.
- e) Progress report on the expenditure and fund disbursement activities related to construction progress.
- f) Disseminate Half yearly implementation progress and Environmental & Social Safeguard evaluation report based on the approved infrastructure plan and planning guidelines (IPG) and Environmental & Social Safeguard framework.
- g) Update work progress in PEDP4 Web based Software and Mobile Application (TIMS).
- h) Any other reports as required by the concerned Executive Engineer and Primary Education Unit, DPHE Head Quarter.
- i) The engaged consultant must submit the 'time sheet' and 'details accomplished work' on a monthly basis to the Focal Point of Primary Education Unit (DPHE).

5. Monitoring, Review and Evaluation Arrangements

The Senior Supervision Consultant will be under direct supervision of the Focal Point, PEDP4. Therefore, s/he will be monitored and evaluated by the Focal Point, PEDP4. His/her work will be reviewed and evaluated on the basis of the deliverables and progress reports as mentioned in section 4.

6. Qualifications and Experience

The Senior Supervision Consultant shall have the following qualifications and experience:

- a) At least B.Sc. in Civil Engineering with 5 years of experience.
- b) Applicants having master degree in relevant discipline or MBA will get added advantage.
- c) At least 3 years of specific job experience in planning, design and supervision of building construction and installation of water sources.
- d) Prior work experience in Govt. Organization as Assistant Engineer/Supervision Engineer under development or revenue budget will be an added advantage.

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- e) Excellent interpersonal skills demonstrating ability to conduct meetings with government officials and development partners.
- f) Overall and in-depth knowledge in estimation based on different design including schedule of rates of PWD/LGED/DPHE.
- g) Experience in quality assurance of infrastructure development related to Water Supply and Sanitation.
- h) Have in-depth knowledge on MS Office especially MS-Word, MS-Excel, MS-Power point and prepare all sorts of report and presentation both in Bangla and English associated with project implementation.
- i) Must know about data entry in web-based software platform and mobile application.
- j) Have in-depth understanding of rules and regulations of American Concrete Institute (ACI) and Bangladesh National Building Code (BNBC).
- k) Familiarity with updated Government rules & regulations such as PPA-2006, PPR-2008, Delegation of Financial Power (DOFP) and bilateral and multilateral development agencies in Bangladesh.
- l) Sound knowledge in English language (reading, writing, listening and speaking).
- m) The applicant must submit their CV or Experience Details in the format for Individual Consultant as obtained from CPTU website along with financial proposal.

7. Logistics and Facilities:

Consultants will be provided with a seating arrangement in conjunction with computer, printer, and scanner facilities. All these logistics have to be returned after the completion of the contract. S/He will ensure her/ his office conveyance by herself/ himself.

8. Selection Method:

The said consultant shall be selected based on 'Selection of Individual Consultant' method.

9. Age limit: Maximum 40 years

10. Remuneration: Negotiable (on a monthly basis)

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11. Duration of the Assignment

The assignment will be effective from the date of joining until June/2025 or up to the end of the program that comes first.

12. Place of Assignment

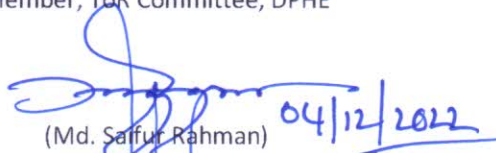
Office of the Focal Point, Primary Education Unit, DPHE, Dhaka.


(Nabila Tabassum Miki)

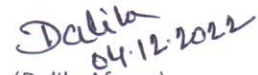
Executive Engineer,
Survey Investigation & Research Division,
Department of Public Health Engineering, Dhaka
&
Member Secretary, ToR Committee, DPHE


(Mohammad Fayazul Islam Soman)

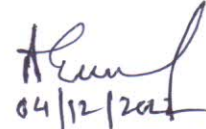
Executive Engineer, Ground Water Division
Department of Public Health Engineering, Dhaka
&
Member, ToR Committee, DPHE


(Md. Saifur Rahman)

Superintending Engineer, Ground Water Circle
Department of Public Health Engineering, Dhaka
&
Member, ToR Committee, DPHE


(Dalila Afroze)

Executive Engineer, Design Division
Department of Public Health Engineering, Dhaka
&
Member, ToR Committee, DPHE



(Mohammed Anwar Eusuf)

Superintending Engineer, Planning Circle
Department of Public Health Engineering, Dhaka
&
Member, ToR Committee, DPHE


(Md. Sarwar Hossain)

Addl. Chief Engineer (Works)
Department of Public Health Engineering, Dhaka
&
Convener, ToR Committee, DPHE

Approved as proposed.


মোঃ সাইফুর রহমান
প্রধান প্রকৌশলী
জনস্বাস্থ্য প্রকৌশল অধিদপ্তর
বাংলাদেশ সরকার, ঢাকা।