



Government of the People's Republic of Bangladesh
Local Government Engineering Department
Meherpur District Two Pourashava Infrastructure
Development Project
Level-09, LGED Bhaban, Agargaon
Sher-e-Bangla Nagar, Dhaka-1207.
www.lged.gov.bd



"শেখ হাসিনার মূলনীতি
গ্রাম শহরের উন্নতি"

Memo No: 46.02.0000.951.11.001.23.49

Date: 12/09/2023

Request for Expression of Interest (EOI)
For
Selection of Individual Consultant

1.	Ministry/Division:	Local Government Division	
2.	Agency:	Local Government Engineering Department	
3.	Procuring Entity Name:	Project Director, Meherpur District Two Pourashava Infrastructure Development Project	
4.	Procuring Entity Code:	Not used at present	
5.	Procuring Entity District:	Dhaka	
6.	Expression of Interest for selection of:	Individual Consultant (National)	
7.	Procurement Sub-Method:	Time based (Selection of Individual Consultant)	
8.	Budget and Source of Funds:	GOB	
9.	Development Partners (if applicable):	Not Applicable	
10.	PARTICULAR INFORMATION		
11.	Project Code (if applicable):	224347300	
12.	Project Name:	Meherpur District Two Pourashava Infrastructure Development Project	
13.	Place of Submission of EOI & RFA:	Office of the Project Director, Meherpur District Two Pourashava Infrastructure Development Project, Level-09, LGED Bhaban, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207.	
14.	EOI & RFA Closing Date & Time:	08/10/2023 at 2.00 PM (Local Time)	
15.	EOI & RFA Opening Place, Date & Time:	Office of the Project Director, Meherpur District Two Pourashava Infrastructure Development Project, Level-09, LGED Bhaban, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207. 08/10/2023 at 3.00 PM (Local Time)	
	INFORMATION FOR APPLICANT		
16.	LGED now invites Expression of Interest (EOI) from an experienced Individual Consultant (National) for the following positions. The duration of the service is 10 (Ten) months (intermittent basis).		
Sl No	Package No.	Name of Position & Number	Educational Qualification, Experience & Requirement
1.	LGED/M D2PIDP/2 023-24/SP-01	Supervision Engineer 02(Two) Nos.	<ul style="list-style-type: none"> - Educational Qualification: Should have Bachelor in Civil Engineering from any recognized University of Bangladesh or Equivalent Degree. - Experience: Should have 12 (Twelve) years of general experience in supervision, monitoring and quality control of civil works and 10 (Ten) years of relevant experience in supervision, monitoring and quality control activities of civil works. - Experience in estimating by RSEPS software (LGED using) will be given preference. - Computer proficiency in MS Office, MS Project and Auto CAD. - Training in relevant areas, etc. - Service Requirement & Selection Criteria and others as stated in ToR.



Others information

- Interested Candidates are requested to submit their expression of interest in Application Forms (complete CV) which may be obtained from the office of the undersigned during office hours, up to EOI closing date & Time.
- Expression of Interest shall be submitted in sealed envelope; delivered to Sajjad Ahmed, Project Director, Meherpur District Two Pourashava Infrastructure Development Project and be clearly marked "Request for Expressions of Interest for Selection of Individual Consultant.
- The Client reserves the right to accept or reject any/all Expression of Interest (EOI) or annul the procurement.

This advertisement is available in the website: www.lged.gov.bd & www.cptu.gov.bd

(Sajjad Ahmed)
Project Director
Phone: +88-02-58157280
E-mail: pd.mdtpidp@lged.gov.bd

Copy forwarded for necessary action to:

1. The Chief Engineer, LGED, Dhaka.
2. The Additional Chief Engineer (Implementation/Urban/Design/Planning), LGED, Dhaka.
3. The Superintending Engineer (HRD/Urban/Implementation/Design/Planning/Maintenance/CreLIC), LGED, Dhaka.
4. The Director General, CPTU, IMED, Planning Commission, Agargaon, Sher-e-Bangla Nagar, Dhaka. He is requested to publish the aforementioned EoI notice in CPTU website.
5. The Unit-in-charge, GIS Unit, LGED. He is requested to publish the aforementioned EoI notice in LGED website
6. The Executive Engineer, LGED, District: Faridpur.
7. The Manager (Advertisement), **The Daily New Nation**, **The Daily Manabzamin** and **The Daily Samakal**. He is requested to publish the aforementioned EOI notice concisely in inner page for 01 (One) day in his daily newspaper on or before 13/09/2023 and submit 05 (Five) copies of the same to the office of the Project Director, Meherpur District Two Pourashava Infrastructure Development Project, Level-09, LGED Bhaban, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207.
8. Mr. / Ms.



Section 2. Terms of Reference

(a) Back ground and general descriptions;

Local Government Engineering Department under the Local Government Division (LGD) of Ministry of Local Government, Rural Development and Cooperatives (MLGRD&C) is one of the largest public organizations responsible for the implementation of various rural and urban infrastructure projects. These include construction of roads, bridges/culverts, multi-storied buildings, educational institutes, cyclone shelters, hospitals, markets, memorials, bus-terminal, parks, lakes and other infrastructures. Presently LGED is implementing about 117 projects throughout the country.

“Meherpur District Two Pourashava Infrastructure Development Project” has been prepared in line with the strategy of the development projects for socio-economic development of urban people. The proposed development works will provide easy and uninterrupted access to the project area, boost urban economy by creating commercial and employment opportunities which in turn will directly benefit the poor and reduce poverty. With the above background, to create uninterrupted road network, to improve connectivity, to relive waterlogging of Municipal areas, this project has been prepared. So, the project would establish communication network, watertight environment and ensure socio-economic development without disturbing environment.

The total project cost is Tk. 46.80 Core and tenure of the project is 01-01-2021 to 30-06-2024. It is a GoB funded project. Under this project, 19.255 km BC road, 2.50 km uni-block road, 3.33 km RCC road and 11.95 km RCC drain will be constructed at different locations of 02(Two) Pourashava of Meherpur District. A portion of the project fund will be utilized to employ Individual Consultants comprising for Supervision Engineer .

The present ToR is intended to appoint two (02) nos Individual Consultant titled as Supervision Engineer one for Meherpur Pourashava and another for Gangni Pourashava.

(b) Objectives of the Services required;

The objective of the consultancy service is to assist Meherpur District Two Pourashava Infrastructure Development Project with specified technical standards, quality and time-frame.

(C) General Scope of the Services;

The overall scope of work of the consultant is to assist Meherpur and Gangni Pourashava in connection with the construction supervision and quality control for construction of BC Road, Uni-Block Road, RCC Road and Drain, etc & as requested by Project Director. The service includes but not limited to the following activities:

- (i) Assist the Project Director in overall project management, contract administration, progress monitoring etc.
- (ii) Assist for timely implementation of the project with effective guidance, supervision, and quality control.
- (iii) Check measurements and ensure quality of constructed work.
- (iv) Assist for the identification of implementation problems and provide solutions, coordination, review project progress, reporting to Project Director.



- (v) Give assistance to PD in the settlement of claims or disputes (if any arises), in accordance with the procedure laid down in the Conditions of Contract.

(d) Specific Scope of the Services required (duties and responsibility);

The Supervision Engineer will work under the guidance of the Project Director. He will be responsible and accountable for his all activities to the Mayors/Project Director. The responsibilities of the Supervision Engineer would be, but not limited to, the following:

- a) Assist the Pourashava Engineer to make estimate of road, drain and bridge/culvert works at different location of 02(two) Pourashava;
- b) Assist concerned Pourashava for smooth progress and to develop check lists to maintain quality of construction works;
- c) Survey as carried out in the field in connection with the preparation and carryout of Road and Drain works;
- d) Check boring works of cast situ piles, check use of bentonite to prevent caving, check placement of reinforcement to avoid caving; measure concrete consumption and to compare it with concrete requirement;
- e) Collect random samples of construction materials from the Contractor's site and carryout necessary tests to ensure that materials collected by the contractor conform to the specification;
- f) Carry out random checking of water cement ratio at the field and suggest adjustment of admixture to attain desired concrete strength for construction of drain and bridge/culvert;
- g) Supervise all road (Rcc road, BC road and Uni-Block road), drain and bridge/culvert works and assist the Pourashava to control quality of construction;
- h) Supervise and record day works as performed by the Contractor and report to Mayor & PD;
- i) Collect rates of different basic materials in connection with fixing rates of variation orders if necessary, calculate the rates and report to the Mayor & PD;
- j) Check measurements of different item of works and assist Mayor & PD in preparation and checking of bills as submitted by the contractor.
- k) Prepare overall supervision plan including step-by-step construction flow chart, supervision & monitoring method of each item of works, approval system, measurement methods, variation approval systems etc.
- l) Supervise reinforcement fabrication, formworks, scaffolding and concrete casting works maintaining quality of works.
- m) The consultant's service shall also include providing necessary support to the Project Director in review of preparation of drawings, preparation of estimates by using RSEPS and bill of quantities, etc.

(e) Reporting Requirement

Inception Report: The Consultant shall prepare an Inception Report within one month of start of the assignment outlining overall work program and samples of monthly progress report both physical and financial. The Inception Report shall include (a) Detailed work Plan of the assignment; (b) Supervision Methodology; (c) Quality Control Procedure and (d) Sample monthly progress report.

Monthly Progress Report: The consultant shall submit a monthly progress report in brief and concise form using the approved format. The report will describe progress of activities planned for previous month along with plan for the next month. The report also state problems encountered, or problems anticipated together with steps taken or recommendations for their correction. The consultant will submit the report to the Project Director signed by concerned Mayor.



(f) Working station, Working hour & Duration:

Office of the Mayor, Meherpur and Gangni Pourashava, Meherpur will be the consultant's principal working station. There he/she will act as a resident engineer. Sometimes he/she may work at Project Management Unit (PMU) at Dhaka. The working hour of the consultant will be same as the government office. But during construction he/she will work up to end of the construction. The supervision engineer shall work under direct control of the Project Director and concern Pourashava Mayor. He/She shall not leave working station without prior approval of the Project Director and Mayor. The expected duration of the assignment is about 10 months and expected to be commenced on September 2023. The duration may be extended/shortened, if necessary.

(g) Qualification, Experience & Suitability :

a) Educational Qualification:

- Minimum B.Sc in Civil Engineering from any reputed University or equivalent degree.

b) Experience & adequacy for the assignment :

- 12 (Twelve) years of general experience in supervision, monitoring and quality control activities of civil works, out of which 10 (Ten) years of relevant experience in supervision, monitoring and quality control activities of civil works.
- Experience in estimating by RSEPS software (LGED using) will be given preference.

c) Suitability :

- Computer skill (MS Word, MS Excel, MS Power Point, MS Project and Auto CAD),
- Training in relevant areas,etc.