

Expression of Interest for Prequalification/short-listing of NGO for Resettlement (Package-A)
Under

Dhaka Water Supply Sector Development Project (DWSSDP)
Dhaka Water Supply and Sewerage Authority
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Project Number	ADB Loan No 2382-BAN (SF)
Project Name	Dhaka Water Supply Sector Development Project (DWSSDP)
Country	Bangladesh

1. NGOs works will involve

- provide suitably qualified teams of field workers to undertake all field-work activities related to resettlement works of the project
- plan the work to be undertaken in conjunction with the DMC contractors
- advise residents and take mitigating measures on possible disturbances and measures to be undertaken during project implementation
- advise APs on the availability of grievance procedure to be followed under the project
- assist the contractor to disseminate the information about the road closures and the alternative arrangements made for the same
- prepare the list of the potential APs of the project who are likely to be affected by the project work before, during and after implementation of the actual work and issue ID card for each AP considered entitled for compensation for being affected by the project works
- develop and keep updated a database recording the APs and status of compensation payment
- ensure video-graph of the project roads/ alignments at least one month ahead of the actual project implementation works which will be considered as cut-off date of the project
- prepare the entitlement of the APs in the case of the road which will be blocked temporarily for not more than 5 days.
- ensure compensation payment by the PMU to each AP before physical work can start
- mobilise APs to be supportive during construction times and construction created inconveniences, which may be brought about by the implementation of the rehabilitation project; and
- submit the regular monitoring and monthly and quarterly progress reports on the resettlement works.

2. Eligibility

- The NGOs must be registered with the NGO Affairs Bureau, or with Department of Social Services or Joint Stock Companies.
- Should have experience of handling resettlement works in an urban setting including implementation of water supply and sanitation project related resettlement works with at least 3 years previous experience.
- Good background of doing participatory works in urban settings and donor funded projects
- Capacity of arranging dialogue with stakeholders like city dwellers, public consultation and issue based Focus Group Discussions (FGDs)
- Capacity to develop and update the database; and capacity of video and digital documentation.

3. Declaration

We hereby declare that:

- (i) we have read the advertisement, including the terms of reference (TOR), for this assignment;
- (ii) we have not been engaged to prepare such TOR as a firm;
- (iii) no full-time or part-time or contracted expert employed by our firm has been engaged to prepare such TOR; and
- (iv) We further confirm that, if any of one or more of our experts is engaged to prepare TOR for any ensuing assignment as part of our work product under the assignment to which this advertisement relates, our firm and any such expert(s) will be disqualified from short-listing and/or participation in such follow-on assignment.

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4. Management Competence

- a. Provide the name, qualifications and relevant experience of the lead firm's director or manager who will assume overall responsibility for the firm's, association's or joint venture's team coordination, management and output.
- b. If you are proposing an association or a joint venture, outline the rationale for, and benefits to the assignment of the arrangement.
- c. If you are proposing an association, or a joint venture, outline proposed management coordination of the arrangement, including the role of each firm.
- d. Does your firm/association/joint venture have standard policies, procedures or practices in place that promote quality in: the workplace, your interaction with clients, and the outputs you produce? If yes, describe briefly.
- e. How will you ensure the quality of your firm's/association's/joint venture's performance over the life of this assignment?
- f. How will your firm/association/joint venture deal with any complaints concerning the performance of the staff or the quality of the reports submitted for this consulting assignment? What internal controls are in place to address and resolve complaints?

5. Technical Competence

Narrative Description: With reference to the attached project sheets, and in the context of the assignment's TORs, summarize the relevant technical qualifications of your firm.

6. Geographical Competence

Outline the experience of the NGO or Associated NGO in detail.

7. Project Sheets

Indicate up to 10 reference projects from the past 5 years that the NGO feels are relevant. You may refer to your Consultant Management System (CMS) registration projects sheets for additional information.

8. Dhaka WASA now invites eligible NGOs or association of NGOs to indicate their interest in providing the services mentioned above. Interested NGOs are requested to provide their necessary information like brochures, description of similar assignments (following Project Sheets Format), registration, annual report and three years audit report and availability of appropriate professionals with requisite qualifications and experience among staff.

9. NGOs either individual or association will be selected under **Consultants' Qualification Selection (CQS)** in accordance with the ADB procurement guideline, on the use of consultants by the ADB and its Borrowers.


10. One (1) Original and four (4) copies of the Expression of Interest (EOI) along with relevant documents shall be submitted by 3:00 P.M. On 17th August, 2010 in sealed envelope delivered to the Project Director, and be clearly marked "Expressions of Interest for selection of NGOs or Association of NGOs for "Resettlement works under DWSSDP of DWASA." (Package-A)

11. Under no circumstances will the ADB, DWASA or DWSSDP be responsible for any cost incurred in submission of the EOI.

12. Partial offers will be rejected. EOI submitted by Fax/Email will be rejected. Likewise photocopy or faxed or emailed EOI will also be rejected.

13. Interested NGOs may obtain further information at the above address during normal office hours and Terms of Reference (TOR) from websites: www.dwasa.org.bd and www.dwssdp-dwasa.com

14. The procuring entity reserves the right to accept or reject any or all EOIs without assigning any reason thereof.


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