

Government of the People's Republic of Bangladesh

Ministry of Textiles and Jute, Bangladesh Handloom Board

**Establishment of Sheikh Hasina Tantpally-1st Phase**

**(1st Revised) Project**

**Terms of Reference (ToR)**

**for**

Feasibility Study & Architectural Design of

Establishment of Sheikh Hasina Tantpally-2nd Phase Project

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| Section 1: Background of the Project | |
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| **Formation of Bangladesh Handloom Board** | Institutional initiatives have been taken in Bangladesh since 1972 to improve the quality of Tant industry. Father of the Nation Bangabandhu Sheikh Mujibur Rahman was deeply interested in the development of Tant. However, at that time this responsibility was entrusted to the cooperative society, Bangladesh Small and Cottage Industries Corporation (BSCIC). But as this institutional initiative was not very successful, new steps were taken for positive change in achieving the goal. Millions of poor and destitute weavers of the country are engaged in self-employment by providing them with the necessary materials and services on a regular basis, providing proper training and enhancing professional skills and production through the use of modern technology and assisting in fair marketing of manufactured goods. In order to accelerate the development of social conditions, Bangladesh Handloom Board (Bangladesh Tant Board-Batabo) was formed in 1977 under Ordinance No. 63 as per the importance given in the First Five Year Plan. Subsequently, the Bangladesh Tant Board was reconstituted by repealing the Bangladesh Handloom Board Ordinance, 1977 in accordance with Act No. 64 of 2013 in the Bangladesh Parliament. |
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| **Controlled Ministry** | The Bangladesh Tant Board under the control of the Ministry of Textiles and Jute is working relentlessly for the overall development and expansion of the Tant industry through appropriate advanced technology to improve the socio-economic condition of the weavers across the country as well as the overall economic development of the country. Apart from this, Bangladesh Tant Board also undertakes various development projects / programs for the overall development and upliftment of the country's Tant industry and marginal weavers, providing necessary assistance in supply of production materials, training in advanced technology, providing working capital and providing assistance in marketing. |
| **Prime minister’s Instruction** | It may be mentioned that during the visit of the Ministry of Textiles and Jute on 12/10/2014, the Hon'ble Prime Minister of the Government of Bangladesh gave the following instructions:  **“মিরপুর ঘনবসিতপূর্ণ জায়গা তাই বেনারসী পল্লী ও কর্মরত শ্রমিক উপযুক্ত বাসস্থানের ব্যবস্থা করতে হবে। ঢাকার বাইরে খোলামেলা জায়গায় বেনারসী/তাঁতপল্লি স্থাপনের ব্যবস্থা নিতে হবে।”**  The project titled "Establishment of Sheikh Hasina Tant Palli-1st Phase (1st Revised)" proposed by the Bangladesh Tant Board is being implemented with approval in the light of the directions mentioned by the Hon'ble Prime Minister. Once the implementation of the project is completed, the Benarasi weavers of Mirpur will be brought under rehabilitation on priority basis. |
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| **Present Situation** | According to the Handloom Census-2018, the main reasons for the closure of looms are lack of capital, high price of yarn, lack of yarn, marketing problems, lack of skilled craftsmen, high price of dye-chemistry, non-profit due to not getting fair price etc. Of these, 24.60% are closed due to high price of yarn, 16.50% due to lack of yarn, 12.40% due to marketing problems and 18.20% due to non-profit due to non-availability of fair price (relevant part of Handloom Census-2018 is attached Annexure-01). Under the project in question, resources will be provided for setting up of 1 entrepreneurial building and exhibition-cum- sales center, where arrangements will be made for permanent Tant fairs for weavers; There will be arrangements for the supply of yarn, dyes, chemicals, etc. at fair prices; And arrangements will be made to develop the Tant profession as a profitable profession by selling the products produced directly by the weavers at a fair price. |
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| **Location of the Project** | The project site is located at Sibchor, Madaripur and Zazira, Shariatpur. Although there is two district But these are adjacent to each other. |
| **Stake Holders of the project** | * Weavers from other parts of the country including weaver family living in Mirpur Benarasi Palli, Dhaka; * Weaver; * Entrepreneur; * Weavers; * Domestic and foreign buyers of Tant products; |
| **Objectives of the Project** | * To develop better facilities as a citizen for the weavers and weaver family with better environment. * To improve the livelihood and socioeconomic status of the weavers. * To provide better services to weavers by creating better working environment; * To provide modern business facilities for entrepreneurs involved in Tant Sector; * Create marketing facilities for Tant products; * Innovating new designs and creating skilled designers and human resources in line with the changing consumer demand. |
| **First Phase of the Project** | Bangladesh Handloom Board authority is being implementing the first phase of this project science July 2018 to June 2022.  The major component of the first phase of the project is to acquire 119.73 Acre Land where 60.00 acre from Kutubpur Mouza of Madaripur District and 59.73 acre land from Noudoba Mouza of Shariatpur District.  Land development works on the acquired land is going on as well as a boundary wall construction works is going on throughout the perimeter of the project area.  Detail Masterplan of acquired 119.73 acre land and Architectural Design of the infrastructure will be prepare on first phase under this assign ment. |
| **Second Phase of The Project** | Detail Construction works will execute under the second phase of the project. With a key objective to Establish the tantpally with proper accommodation facility, Production facility, Service facility, Marketing facility, Training and better livelihood for 2,000 weaver family.  Major components of the Tantpally might be listed as bellow:   * Residence-cum-factory(Duplex), * Display cum sales centre, * Raw materials market, * Factory shed and office for service centre, * Training Centre, * State office, Information centre, Cyber Marketing & Bank, * VIP Guest house * Dormitory for officer & Staff, * Dormitory for Handloom workers, * Primary & High School, * Mosque * Community clinic, Community Centre, Weavers Society, * Market for grocery goods, * Ansar camp, * Restaurant, * Monument, * Access Road & Internal Roads, * Main Gate & Internal Gates, * Play Ground, Park for children & Recreation centre, * Public Toilet, * Electric Sub-station, * Pump House, Pump & Deep tube well, * Overhead water Tank, * Underground water reservoir, * Drain, * Water Supply network, * Sewerage System, * ETP & STP, * Water body and Greening. |
| **Co-ordination with Department of Architecture** | Co-ordination with Department of Architecture could be required to finalise the architectural design. Some cases drafting assistance or support of draftsman may be required for Department of Architecture. It is recommended to consult with Department of Architecture for every steps of architectural design. |

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| Section 2: Objectives of the Assignment | |
| **Service-1** | Perform a detail feasibility study for the second phase of the project to establish an independent handloom village named as “Sheikh Hasina Tantpally” on the acquired 120 acre land on Madaripur & Shariatpur District.  Feasibility study report must be prepare as on the format prescribed by ECNEC Section-1, Planning Division, Ministry of Planning dated on 31.01.2021 with a reference no. 20.00.0000.411.14.053.20-34  This study includes the resettlement plan for around 2,000 (two thousand) weaver family at the project location. Plan includes to create attraction to migrate on Tantpally with proper facilities.  Facilities includes Housing, Factory space, Health, Education, Recreation, Security, Communication facilities, Availability of raw materials, Availability of product cell Market, Online marketing and availability daily essential goods. |
| **Service-2** | Finalised the physical components and Buildings of the project for 2,000 weavers family which may includes Residence-cum-factory(Duplex), Display cum sales centre, Raw materials market, Factory shed and office for service centre, Training Centre, Estate office, Information centre, Cyber Marketing & Bank, VIP Guest house, Dormitory for officer & Staff, Dormitory for Handloom workers, Primary & High School, Mosque, Community clinic, Community Centre & Weavers Society, Market for grocery goods, Ansar camp, Restaurant, Monument, Access Road & Internal Roads, Main Gate & Internal Gates, Play Ground, Park for children & Recreation centre, Public Toilet, Electric Sub-station, Pump House, Pump & Deep tube well, Overhead water Tank, Underground water reservoir, Drain, Water Supply network, Sewerage System, ETP & STP, Water body and Greening. Residence-cum-factory buildings may be typical but other buildings maybe used for single or multiple purposes as per requirements.  Land use planning for the acquired 120 acre land which includes component wise area distribution.  Prepare a Master Plan for the acquired 120 acre land with the coordination of Department of Architecture and Bangladesh Handloom Board. Master Plan and 3D landscaping includes all the finalised buildings and other components.  Preparation of Architectural design (2D & 3D) for all building and components with the coordination of Department of Architecture and Bangladesh Handloom Board which includes the master plan. |
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| Section 3: Scope of Services | |
| **Format of the Feasibility Study Report** | Format of the Feasibility Study Report Prescribed by the Planning Division, Ministry of Planning is bellow: |
| **“Executive Summary**  **Summarise the key findings of the Feasibility Study and recommendations.**  **Project Feasibility Study Report**  **Section 1: Basic Information**   |  |  |  |  | | --- | --- | --- | --- | | 1. | Name of the Project | : |  | | 2. | (a) Sponsoring Ministry/Division  (b) Implementing Agency | :  : |  | | 3. | Project Objectives (Project to be taken based on the study) | : |  | | 4. | Estimated Project Cost  (Taka in Crore) | : |  | | 5. | Sector & Sub-Sector | : |  | | 6. | Project Category (Based on Environment Conservation Rules 1997) | : |  | | 7. | Project Geographic Location   1. Countrywide 2. Division 3. District 4. Upazila 5. Others (City Corporation/Pourashva) |  |  | | 8. | Project Duration | : |  |   **Section 2: Introduction**  **Describe the following:**   1. Project Background: Rationale and genesis (Mention the sources of information through reviewing the relevant documents); 2. Objectives of the feasibility study; 3. Approach and methodology of the feasibility study; and 4. Organization of the feasibility study.   **Section 3: Market/Demand Analysis**  This section assesses the need for public investments and involves the elements listed below:   1. **Problem Statement:** Provide an explicit definition of the problem to be addressed, identify the likely causes (both direct and indirect) of the problem and give a brief insight of the likely consequences if no intervention in public sector is made. 2. **Relevance of the Project Idea:** Justify the need for the proposed project by linking the project(s) goals, outcomes and outputs to Global/National Development Plans/Policies and Sector Strategic objectives. 3. **Proposed Project Interventions:** Describe the interventions (project inputs & outputs) that need to be undertaken by the government through the proposed project to address the problem, describe the interventions undertaken earlier to solve this problem by this organization or other organizations (if any). 4. **Stakeholders:** Identify the key stakeholders that are likely to be associated with the project interventions. 5. **Demand Analysis:** Identify the need for public investments by assessing:   (i) Current demand (based on statistics provided by service providers/regulators/ ministries/national & regional statistical offices for the various types of users);  (ii) Future demand (based on reliable demand forecasting models) in both the scenarios with and without the project; and  (iii) Various constrains to meet the demand including government regulations, technological developments etc.   1. **SWOT Analysis:** Identify the Strengths, Weaknesses, Opportunities and Threats to the project.   **Section 4: Technical/Technological & Engineering analysis**  A summary of the proposed project shall be presented with the following headings:   1. **Location:** description of the location of the project including a geographical illustration (map and/or geo-coordinates) with justification. Availability of land is a key aspect; evidence should be provided that the land is owned (or can be accessed) by the organization, which has the full title to use it, or has to be purchased (or rented) through acquisition/requisition process. Identify the issues of disaster risks (existing and future) in the proposed location including project site on hazard map. 2. **Technical design:** description of the main components, technology adopted, design, standards and specifications. Key output indicators should be defined as the key physical quantities produced (e.g. meters, sq. meters, kilometers, numbers, manmonths, etc.), should be provided. If the project is in disaster prone areas and has the probability of climate change impact, disaster and climate change risks related information should be integrated in technical design in order to address the impact of hazards on the project. 3. **Output plan:** description of the output and the expected utilization rate. These elements describe the service provision from the supply side in the context of the forecasted demand. 4. **Costs estimates:** estimation of the financial needs for project design, implementation and operations, componentwise cost estimates should be provided based on evidence. 5. **Implementation timeline:** a realistic project timeline along with the implementation schedule should be provided, (for example, a Gantt Chart with the work plan).   **Section 5: Environmental Sustainability, Climate Resilience and Disaster Risk Analysis**  **5.1 Environmental, Climate Change and Disaster Risk Analysis**  Describe and specify the economic effects/impacts of environmental, disaster and climate change effects/impacts and possible compensations for ecological damages. Key issues to be addressed:   1. What are the likely environmental, disasters and climate change impacts or risks from the project (any impact of project to increase the existing disaster and climate change related risks and/or contribute to create new risks)? 2. What counter measures are taken to reduce these impacts? 3. What is the cost for reducing/mitigating the negative impacts? 4. Are there alternative ways of delivering the required services or goods without incurring these environmental costs? What are the costs of these alternatives? 5. What types of assessments are required for the project (e.g. EIA/DIA)? 6. Are there any resettlements issues to be addressed? If yes, provide resettlement modality in brief.   **5.2 Assessment of Disaster Resilience of the Project**  This section assesses the resilience and address about uncertainties. Key indicators need to be discussed:   1. Contingency Plan for Emergency Disaster Management: Describe the evacuation plan if required, institutional arrangement for shutting down of utility services, and general procedures to be followed by individuals during disasters (Fire, Earthquake, Flood, Cyclone etc.); 2. Business Continuity Plan: Outline the key response and recovery priorities. This plan will detail out how different utility services will be rendered to support the overall Emergency Management Plan; 3. Time of Recovery: Required time for rehabilitation after a disaster; and 4. Reporting of residual risks: Reporting of remaining risks after recognition and put in place adequate risk reduction measures.   **Section 6: Cost-Benefit Analysis**  **6.1 Financial Analysis**  Describe the components of costs and benefits at market prices including option analysis.   1. Identify the components of cost & benefit; 2. Transfer them in monetary value; 3. Construct cash flow; 4. Identify the Key Assumptions considered in exercises; then 5. Compute the following indicators and interpret the results: 6. Financial Net Present Value (FNPV) 7. Financial Benefit Cost Ratio (FBCR) 8. Financial Internal Rate of Return (FIRR)   **6.2 Economic Analysis**  Economic adjustments from financial data using standard conversion factor; after that costs and benefits are appraised from the point of view of the entire economy.   1. Identify the direct, indirect and associated cost and benefit components; 2. Adjust them where necessary; 3. Convert the value of cost and benefit components into economic price by using Standard Conversion Factor (SCF) determined by the Government; 4. Construct the cash flow; 5. Mention the Assumption; 6. Compute the following indicators and interpret the results: 7. Economic Net Present Value (ENPV) 8. Economic Benefit Cost Ratio (EBCR) 9. Economic Internal Rate of Return (EIRR)   **Section 7: Human Resources and Administrative Support Analysis**  **(During Implementation and Post Implementation of the project)**  Point out the functional structure and institutional capacity of the Agency (in terms of both **T**echnical & **F**inancial) required for implementation and operational stages of the project(s), sources of the workforce & financing are needed to be identified. Key issues to be addressed:   1. What types of managerial and skilled workforces are needed for the project? Specify the manpower requirements by category are reconciled with availabilities during project timeline. 2. Does the project entity have ability to provide the managerial and skilled workforces needed for implementation of the project? If not, provide suggestions specifically. 3. Is the project entity able to manage the project properly organized and its management adequately equipped to handle the Project (including post implementation stage)? 4. Is the project entity capable of continuing the project outputs (Operational Phase)? Illustrate the requirement of resources (HR & Financial Package) 5. Is timing of project consistent with organizational capacity (in terms of quantity and other)?   **Section 8: Institutional and Legal Analysis**  Illustrate the legal restrictions (if any) that may obstruct or impede the project during its implementation and functional stage of the project outputs, key issues are:   1. Does the project match with the legal boundary (allocation of business or mandate) of the project entity? 2. Are the capabilities and facilities being properly utilized? 3. Is there any need for adjustment (reforms) in the policy and/or institutional setup? 4. What adjustments may be required before the project is implemented? 5. Do the institutions have suitable skills and capacity in line with the project requirements? 6. Are there incentives or penalties in place to ensure the project delivery on time and within the budget? 7. Are there any critical governance issues that may affect implementation? If yes, state briefly. 8. Are any challenges related to cross-cutting issues to be addressed? If yes, a mitigation strategy would be suggested.   **Section 9: Risk (Uncertainty) and Sensitivity Analysis**  The flow of costs and benefits throughout the project life is uncertain. Given that uncertainty,  considerations have to be given to the costs that risks imply. The objective of this module is to simulate various scenarios and generate guidance on how to reduce the risk exposure through relevant contractual clauses. The questions that need to be answered are:   1. What are the major risks that may affect project? 2. How will the project be affected if the risk event materialized? 3. What are the possible mitigation measures needed? 4. How sensitive are the assumptions used in the financial and economic models in an environment that differs significantly? 5. What are the risks, legal and regulatory obligations that could increase costs or decrease the benefits?   **Section 10: Alternative/Options Analysis**  Option Analysis with recommendations & justifications.  **Section 11: Recommendation and Conclusion**  Illustrate the solutions specifically to overcome the critical issues that may hinder the project implementation and that would be supported by different sections of analysis.  **Section 12: Annexes**  Attach detailed technical and engineering designs, plant prototypes designs etc. Financial &  Economic models and any supporting documents.**”** | |
| **Draft list of Buildings & Components** | Draft list of Buildings & Components for 2000 weaver’s family is listed below. Residence-cum-factory buildings may be typical but other buildings maybe used for single or multiple purposes as per requirements   * Residence-cum-factory(Duplex), * Display cum sales centre, * Raw materials market, * Factory shed and office for service centre, * Training Centre, * State office, Information centre, Cyber Marketing & Bank, * VIP Guest house * Dormitory for officer & Staff, * Dormitory for Handloom workers, * Primary & High School, * Mosque * Community clinic, Community Centre, Weavers Society, * Market for grocery goods, * Ansar camp, * Restaurant, * Monument, * Access Road & Internal Roads, * Main Gate & Internal Gates, * Play Ground, Park for children & Recreation centre, * Public Toilet, * Electric Sub-station, * Pump House, Pump & Deep tube well, * Overhead water Tank, * Underground water reservoir, * Drain, * Water Supply network, * Sewerage System, * ETP & STP, * Water body and Greening. |
| **Land use Planning** | Total 119.73 acre land has been acquired for this project where 60 acre from Madaripur District & another 59,73 acre from Shariatpur District.  Component wire total land use planning should be prepared. |
| **Floor area/ Construction area calculation** | Building wise floor area/Construction area calculation and summation of total floor area/Construction area information should be prepaired. |
| **Master Plan with Landscaping** | Prepare a Master Plan for the acquired 120 acre land with the coordination of Department of Architecture and Bangladesh Handloom Board. Master Plan and 3D landscaping includes all the finalised buildings and other components. |
| **Architectural design (2D & 3D) for all individual building** | Preparation of Architectural design (2D & 3D) for all building and components with the coordination of Department of Architecture and Bangladesh Handloom Board which includes the master plan. |

## Section 4. List of reports, Schedule of deliveries, period of performance

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| --- | --- | --- | --- | --- |
| Sl. | Reports/Activity | Req. time | Dead line | Supply |
| 1. | Feasibility Study Report (1st Draft) | - 60 days | - 60th days | : 3 set |
| 2. | List of Building & Components (1st Draft)  Land use planning (1st Draft) | - 30 days | - 30th days | : 3 set |
| 3. | Master Plan with Landscaping (1st Draft)  Floor area Distribution (1st Draft) | - 60 days | - 60th days | : 3 set |
| 4. | Feasibility Study Report (Final) | - 20 days | - 90th days | : 10 set |
| 5. | List of Building & Components (Final)  Land use planning (Final)  Floor area Distribution (Final)  Master Planwith Landscaping (Final) | - 20 days | - 90th days | : 10 set |
| 6. | Architectural design (2D & 3D) for all individual building) | - 30 days | - 120th days | : 10 set |

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| Section 5. Data, personnel, facilities and local services to be provided | |
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| **Information** | For the study purposes all available data or information will provide by Bangladesh Handloom Board. Hnadloom Census, Monthly, Quarterly, Annual and MIS report will provide to the consultant as required. For Some data or information purpose project site visit or loom intensive area visit will required. Consultant may collect data or information form website or any other acceptable method. |
| **Personnel** | All the required personnel should be available on consultant end. No additional staff or person form Bangladesh Handloom Board will engaged on this assignment. |
| **Facilities** | All the transportation facility, accommodation facility, office and office equipment facility should arrange by the consultant. No office space, accommodation, vehicle or any other facilities will provide by the Bangladesh Handloom Board either project site or head office. |
| **Local Service** | No local office facility available on the project site at this moment. Consultant should arrange it his own channel. But on the actual situation Bangladesh Handloom Board officer may cooperate as required, |
| **Co-ordination with Department of Architecture** | Co-ordination with Department of Architecture could be required to finalise the architectural design. Some cases drafting assistance or support of draftsman may be required for Department of Architecture. It is recommended to consult with Department of Architecture for every steps of architectural design. |
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| **Clarification** | For any clarification Project Director will take necessary action. |

# Section 6. Institutional arrangements

### **Required Manpower for the Assignment**

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| Sl. no. | Position | Involvement in this Assignment | Duration of Assignment | Actual Man Month involved |
| 1 | Senior Economist | 100% | 4 month | 4.0 |
| 2 | Economist | 100% | 4 month | 4.0 |
| 3 | Statistician | 100% | 4 month | 4.0 |
| 4 | Senior Architect | 100% | 4 month | 4.0 |
| 5 | Assistant Architect | 100% | 4 month | 4.0 |
| 6 | Draftsman | 100% | 4 month | 4.0 |
| Total | | | | 24.0 |

### **working arrangements**

Chairman,

Bangladesh Handloom Board

Project Director

Member (P &I)

Senior Economist

Statistician

Economist

Senior Architect

Draftsman

Assistant Architect