



**Government of the People's Republic of Bangladesh
Office of the Project Director
Sustainable Forests & Livelihoods (SUFAL) Project
Bangladesh Forest Department
Ban Bhaban, Agargaon, Dhaka-1207, Bangladesh
www.bforest.gov.bd**

MEMO NO. FD/SUFAL/Procurement/SD-38/2019-20/188/৬১৬

DATE: June 09, 2020

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)**



Country: Bangladesh

Name of the Project: Sustainable Forests & Livelihoods (SUFAL) Project

Credit No: 6325-BD

Assignment Title: Selection of firm for Avifauna Conservation (a. Birds of Prey; b. Asian Flyway of Migratory Birds Survey; c. Bird census and Ringing etc.)

Reference No. Package no: SD-38

The Government of the People's Republic of Bangladesh has received financing from the World Bank toward the cost of the **Sustainable Forests & Livelihoods (SUFAL) Project** and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include a. Birds of Prey Survey and Conservation; b. Asian Flyway (East Asian Australasian Flyway) of Migratory Bird Survey and Conservation; and c. Bird Census and Ringing etc.

The detailed Terms of Reference (TOR) for the assignment and soft copy of Prescribed Format for Submission of Expression of Interest can be found at the following website: www.bforest.gov.bd or can be obtained at the address given below.

The Bangladesh Forest Department (BFD) now invites eligible firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information on prescribed Format issued with this REOI demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- General Experience of the Firm (core business and years in business)
- Specific Experience in similar assignment;
- Experience of working under donor funded projects will be added advantage;
- Firm's relevant managerial and organizational capabilities for the assignment.
- Firm's financial capacity and logistics for the assignment.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 (Revised November 2017) ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

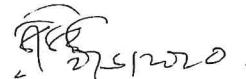
Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly

and severally liable for the entire contract, if selected. It is preferable to limit the maximum number of joint venture partners in 03 (three) including the Lead partner. Although the lead firm in the joint venture will provide the core expertise, each partner of the JV has to be reasonably qualified to take over the responsibilities and role of any of the partners that may fail to perform or withdraws.

A Consultant will be selected in accordance with the Consultant's Qualification Based Selection (CQS) method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 9:00 to 17:00 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **July 15, 2020 up to Office hours.**



(Md. Rakibul Hasan Mukul)

Project Director

Sustainable Forests and Livelihoods (SUFAL) Project

Bangladesh Forest Department (BFD)

Ban Bhaban, Agargaon, Sher-e-Bangla Nagar

Dhaka-1207, Bangladesh

E-mail: rakib.mukul@outlook.com



Prescribed Format for Submission of Expression of Interest (EOI)

(In case of Joint Venture, this Form to be completed by each JV partner)

Package No.	:	SD-38							
Title of Service	:	Selection of firm for Avifauna Conservation (a. Birds of Prey; b. Asian Flyway of Migratory Birds Survey; c. Bird census and Ringing etc.)							
1. Letter of Submission [Addressing Project Director, SUFAL Project, BFD]									
2. Firm's legal title:									
3. Firm's registered address:									
4. Firm's year of registration (years in business): (Year of Establishment/Years in business), as per Trade License/Registration Certificate, etc.) (Necessary Attachments: Company/Firm's Registration Certificate, etc.)									
5. Firm/Company Background (General Information including Core Business) (Necessary Attachments: Brochure etc.)									
6. General Experience of the Firm successfully completed in last ten years (List only those assignments for which the Firm was legally contracted by the Client/Procuring Entity as a firm or was one of the joint venture members.)									
Name of the Assignment	Brief Description of the Assignment (main deliverables/ Outputs)	Role in the Assignment (Single Entity/ Lead partner in a JV/JV partner)	Name and address of the client. Contact information for references.	Service Duration (Start & End Dates)	Value of Service			Man-Month Input	
					Total Value	No. of Partners (if Any)	Value of Service Provided by the Firm	Firm's Input	Partners' Input
(Necessary Attachments: Details Description of nature assignment done by the firm Separately)									
7. Specific Experience of the Firm in Similar Assignments successfully completed in last ten years (List only those assignments for which the Firm was legally contracted by the Client/Procuring Entity as a firm or was one of the joint venture members.)									
Total No. of Similar Nature Assignment done by the Firm									
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					Total Value	No. of Partners (if Any)	Value of Service Provided by the Firm	Firm's Input	Partners' Input
(Necessary Attachments: Details Description of similar nature assignment done by the firm Separately)									
8. List of Professional/Managerial staff of the Firm :									
	SN	Name of Professionals	Position held in the Firm	Educational Qualification	Total Years of Experience	No. of Years as Firm's Employee			
9. Financial Capacity of the Firm (Turnover of last 3 years)									
a) 2019-20 (Up to Present)									:
b) 2018-19									:

c) 2017-18	:	
(Necessary Attachments: Payment Received Certificates/Audit Report)		
10. Capacity and logistics of the Firm		
a) Office Space (Area, Floor No. etc.)		
b) No. of Support Staffs		
c) Description of Important Office Equipment		

TERMS OF REFERENCE (TOR)

Avifauna Conservation (a. Birds of Prey; b. Asian Flyway of Migratory Birds Survey; c. Bird census and Ringing etc.) (Package # SD-38)

1. Background of the Project

Bangladesh Forest Department (BFD) under the Ministry of Environment, Forest and Climate Change has received IDA loan of US\$ 175.00 million and GoB contribution of US\$ 3.90 million for a period of 5 years (01 July 2018 to 30 June 2023) to implement Sustainable Forests & Livelihoods (SUFAL) Project. The overall objective of the project is to improve collaborative forest management and increase access to alternative income generation activities for forest-dependent communities in targeted sites. This will be achieved by: (i) improving public sector management of forest resources and increasing participation of communities in forest conservation and restoration and, (ii) reducing direct dependence and exploitation of forest resources by offering alternative livelihood sources to dependent communities and improving the enabling environment for trees outside forests. Together, these will result in the eventual improvement of forest cover and ecosystem functions, coastline protection and increased employment opportunities for some of the poorest and most vulnerable communities, including women and small ethnic communities. Project will implement a number of activities which are grouped under following four components:

Component-1: Strengthening Institutions, Information Systems and Training

Component-2: Strengthening Collaborative Forests and Protected Areas Management

Component-3: Increasing Access to Alternative Income Generating Activities (AIGAs) Forest Extension Service & Trees Outside Forests (ToF)

Component-4: Project Management, Monitoring, and Reporting

This project is designed to contribute in improving organizational effectiveness by adopting improved policy and regulatory framework including infrastructural development, management information system up gradation, capacity building of BFD officials and investing in degraded and denuded forest restoration and building green belt along the cost. This project will finance tree cover improvement in the ToF areas technology transfer, training, research and innovation support and engage forest dependent communities in collaborative forest management practices. By and large the project will enhance wildlife and PA management practices and thereby improve forest conservation and wildlife protection in the country.

2. Background and Context of the Assignment

The project has provisioned of Avifauna Conservation (a. Birds of Prey; b. Asian Flyway of Migratory Birds Survey; c. Bird Census and Ringing) in collaboration with communities for effective and long-term conservation. Geographically Bangladesh lies in a biodiversity rich Indo-Malaya eco-zone resulting a rich avifauna of more than 700 species. North eastern haor basin, southern coastal mudflats, and south western mangrove are the key landscape pattern in Bangladesh where wide variety of water bird species congregates in a large number every year. (2009). Despite the large congregation of water birds in Bangladesh, many species facing global extinction threats and others have undergone different threatened category list. About 148 species of water bird and 77 species of birds of prey found in Bangladesh of which about 32 species of

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water bird and 19 species of birds of prey are globally threatened. However, prioritizing conservation needs and considering working feasibility, this assignment will focus on Birds of prey; water bird including flyway network sites (6 sites), bird census and ringing. Our experiences in resource management suggest that, in addition to local awareness raising, engagement of local community, youth, is very useful for biodiversity conservation. Similarly, local public representatives, local government institutions, union parishad, and local community institutions also might play important role in protecting the avifauna.

3. Objectives of the Assignment

The main objective of the assignment is to carry out Avifauna conservation activities in Bangladesh are as follows;

a. Birds of Prey Survey and Conservation

The specific objectives of the assignment are:

- To assess the present status of birds of prey
- To improve the protection of birds of prey and its habitat
- To identify the nesting sites of threatened birds of prey
- Formulate distribution map and nesting sites of selected species
- To identify threats for birds of prey
- Satellite tagging of the Endangered Palla's Fish Eagle to understand migration and ecology
- To educate and engage stakeholders for birds of prey conservation
- To document the bird of prey of Bangladesh
- To formulate conservation strategic plan.

b. Asian Flyway (East Asian Australasian Flyway) of Migratory Bird Survey and Conservation

- To assess the current status of migratory water birds in flyway network sites (FNS)
- To identify the new stop-over sites of migratory birds in Bangladesh
- To identify threats for migratory birds
- Develop mass communication tools and create awareness for flyway network sites management
- To understand the threats of avian influenza and other diseases
- To understand detailed migration routes and patterns.
- To develop conservation strategic plan.

c. Bird Census and Ringing

- To assess the bird population and population trend in important wetland habitats and some forest areas
- Capacity building training on bird census and ringing techniques to relevant stakeholders
- To identify the migration routes, use of national and international wetland habitats, and overall conservation of migratory water birds (Selected species) of Bangladesh
- To increase awareness and engage stakeholders for conservation bird conservation



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4. Scope of the Service

The consulting firm will make necessary assessment to measure conservation action for threatened bird species. The scopes of services are as follows;

a. Birds of Prey Survey and Conservation

- Prepare detail work plan and methodologies through consultation with team members and experts and literature review with baseline reports.
- Report the status and distribution of all 52 species of raptors especially focusing on 10 threatened raptor species.
- Conduct field survey and GIS mapping of 10 threatened raptors species to identify different components of their habitat, seasons of different stage of their life cycle, measuring breeding success, food preferences, diet composition, and resting and roosting areas.
- Monitor reproductive success, through camera-traps to record detailed information on the breeding biology of two threatened raptor species.
- Develop & report on diet pattern by visual observations and camera-trap images, prey remains and pellets collection near nests.
- Identify & report by conducting direct surveys, and questionnaire surveys on natural and anthropogenic factors such as pesticide use, wetland management techniques, habitat loss, water bird hunting etc. to determine the threats to the threatened raptors.
- Identify of locally suitable tree species through survey and consultation with experts and local communities
- Select institutions and community members interested to be part of community based conservation approach such as forming local conservation teams to protect nesting/roosting trees and plantation of preferred species of trees.
- Form and train specialized participatory community based Raptor Conservation Group members on seedling distribution, conservation, guarding and monitoring of threatened raptors.
- Awareness campaign on birds of prey conservation in key areas through meeting, seminars, poster/ leaflets distribution, etc. with the help of community based Raptor Conservation Teams.
- Conduct satellite tagging and wing tagging of the Endangered Pallas's Fish Eagle to for long term conservation through understating of migration and ecology.
- Prepare a conservation strategic plan for the Raptors of Bangladesh, including an estimate of the likely costs and its implementation arrangements according to 2-3 different scenarios; propose a financing mechanism, including budget allocations, contribution from private sector, and other sources to ensure sustainability of the conservation efforts.
- Prepare video documentaries and book on Raptors of Bangladesh.

b. Asian Flyway (East Asian Australasian Flyway) of Migratory Bird Survey and Conservation

- Prepare work plan, methodologies, literature review with baseline report.
- Develop a regular monitoring program to assess the current status of migratory water birds in flyway network sites (FNS).
- Identify threats, e.g. hunting, to the flyway network sites (FNS) and formulate plan of threats mitigation.

- Strengthen community support for the management of the sites by formation of site management committee (SMC)/youth club that includes local community members, BFD official and other stakeholders.
- Update the site information sheets (SIS) for East Asian-Australasian Flyway Network Sites in Bangladesh.
- Organize education, outreach and training program for capacity building of BFD official or flyway network site (FNS) managers and other stakeholders.
- Develop program to increase awareness among stakeholders about the importance of the site.
- Conduct tagging of migratory dabbling ducks (eg Gadwall, Northern Shoveller) and shorebirds (eg. Indian Skimmer, Curlew, Godwit, Ruff) under migration routes.
- Prepare video documentaries on Flyway Site
- Prepare strategic conservation plan for Flyway site, including an estimate of its likely costs and its implementation arrangements according to 2-3 different scenarios; propose a financing mechanism, including budget allocations, contribution from private sector, and other sources to ensure sustainability of the conservation efforts.

c. Bird Census and Ringing

- Prepare work plan, methodologies, literature review with baseline report.
- Conduct bird survey and monitoring in 32 important waterbird areas and some forested areas in Bangladesh following the approved methodology to understand population status and trend.
- Conduct four waterbird ringing camps in important wetlands and some forested areas of Bangladesh by safely capturing, and ringing of waterbirds.
- Report on Avian Influenza by conducting a total of 500 samples to be collected each year from project sites and analyze.
- Produce GIS maps showing spatial and temporal distribution of water birds of the study area
- Collect observational data of wild-domestic bird interactions in key habitats.
- Conduct capacity building training on bird census and ringing techniques for forest officials, students and other stakeholders.
- Conduct awareness campaigning at local and national level about avian diseases and hunting reduction and increase opportunity for community engagement in migratory water bird conservation.
- Prepare video documentaries on bird census and ringing.
- Formulate wetland management plan focusing on water birds for further protection of national wetlands.
- Estimate the likely costs of the wetland management plan and its implementation arrangements according to 2-3 different scenarios; propose a financing mechanism, including budget allocations, contribution from private sector, and other sources to ensure sustainability of the conservation efforts.

5. Transfer of Knowledge (training)

The consulting firm will propose details regarding knowledge sharing or/and mass awareness training/campaign for the proposed activity.




6. Deliverables

The following table describes the deliverables of this assignment, which are the outputs of the activities specified under Scope of Services.

Note: T0 = Date of commence of the Contract; M = Month

SL. #	Deliverables (which could be developed along the following core information below)	Submission Deadline (T1, T2,, TN)
6.1.	Inception Report: 1. Work Plan 2. Assessment of the project objectives 3. Problems encountered 4. Organogram of the project team and the project management structure	$T1 = T0 + 2 M$
6.2	1st Progress Report (FCVs) 1. Reports on Census, Ringing 2. Baseline report	$T2 = T0 + 6 M$
6.3	2nd Progress Report 1. Report on satellite tagging, draft of strategic action plan. 2. Production of awareness materials	$T3 = T0 + 12 M$
6.4	3rd Progress Report Production of books, documentaries and strategic action plan	$T4 = T0 + 12 M$
6.5	Draft Final Report of the assignment (which will include core information/documents of all outputs listed in the scope of work, etc.)	$T5 = T0 + 23 M$
6.6	Final Report of the assignment (which will include core information/documents of all outputs listed in the scope of work, responses against the reviewers' suggestions/ comments/remarks/queries on the draft final report).	$T5 = T0 + 24M$

7. Reporting Arrangement

The following table describes the reports of the assignment under **Scope of Services**.

Note: T0 = Date of commence of the Contract; M = Month

SL. #	Report Name	Report Format and Quantity	Submission Deadline (T1, T2,, TN)
1.	Quarterly Progress Report	Softcopy (PDF) – 1 Hardcopy – 3	$T1 = T0 + 4 M$, 8 M , 12 M, 16 M , 20 M

8. Institutional Arrangement

The consulting firm will deploy team leader and appropriate technical experts to work at different areas of Bangladesh and will collaborate with the PMU in Dhaka. The consulting firm will report to the Project Director. Conservator of Forests (CF), Wildlife & Nature Conservation Circle will co-ordinate the assignment. The consulting firm will inform their activities to the coordinator regularly. The consulting firm will submit the report(s)/deliverable(s) to the Project Director after

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getting endorsement from Conservator of Forests (CF), Wildlife & Nature Conservation Circle, Director, Sheikh Kamal Wildlife Center, Gazipur will assign one associate/official to work closely with the consultants.

The technical experts will undertake activities (scope of services) mentioned in the TOR in order to achieve the stated objectives. The deliverables will be submitted through technical counterpart/focal person on time by the consulting firm to the PD, SUFAL Project, BFD, Dhaka Bangladesh.

9. Key Professionals:

Key Expert

The firm will feature at least the following two key experts, along with any other experts and support staff members needed to accomplish the assignment:

1. Avifauna Specialist (24 person months)

(a) Academic Qualification

- MSc in Zoology or relevant subject, specialization in Ornithology will be preferred.

(b) Work Experience:

- 10 years' experience in bird ringing and bird survey.

2. Wildlife Biologist (24 person months)

(a) Academic Qualification

- MSc in Zoology or relevant subject, specialization in wildlife biology/ ecology/ management will be preferred.

(b) Work Experience:

- 05 years' experience in wildlife and avifauna conservation.

Total estimated key expert input is **48 person months**.

Non-key expert:

In addition to key experts, the following non-key expert may be required to deliver the service in accordance to the TOR. Indicative non-key expert is a guideline for the consultant. However, the consultants are free to make their own estimate to propose non-key staff.

- Field Facilitators (for Bird Survey, Census, etc.)
- Accountant

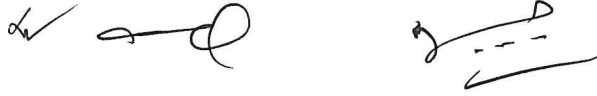
10. Data, Personnel, Facilities and Local Services to be provided by the Client

PD of SUFAL Project will assign a technical counterpart/focal person from BFD who will supervise the whole assignment. The technical counterpart will visit the project implementation sites time to time to verify the progress of the assignment. Every report will be submitted to the PMU after cross checking by technical counterpart. The Firm will be responsible to verify and cross check the report in time. Respective Forest Circle/Unit/Divisions will collaborate and

coordinate during the implementation of the assignment. The PMU will provide necessary information and instruction at the field level. No logistics will be provided by the PMU.

11. Duration of the Services:

The duration of the consultancy services is 24 months from the commencement date of contract.

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(This is not part of ToR but will be reflected in the RFP)

Payment Schedule

The payment schedule will be as follows:

- Ten (10) percent of the contracted amount will be paid by the client upon submission and acceptance of deliverable 6.1 of TOR i.e. **Inception Report** (which will include core information on Work Plan, Assessment of the project objectives, Problems encountered, Organogram of the project team and the project management structure, etc.) that need to be submitted within 2 months from the commencement date of contract.
- Twenty (20) percent of the contracted amount will be paid by the client upon submission and acceptance of deliverable 6.2 of TOR i.e. **1st Progress Report** (which will include core information on Progress Reports on Census, Ringing, Baseline report etc.) that need to be submitted within 6 months from the commencement date of contract.
- Twenty (20) percent of the contracted amount will be paid by the client upon submission and acceptance of deliverable 6.3 of TOR i.e. **2nd Progress Report** (which will include core information on Progress Reports on Report on satellite tagging, draft of strategic action plan, Production of awareness materials) that need to be submitted within 12 months from the commencement date of contract.
- Thirty (30) percent of the contracted amount will be paid by the client upon submission and acceptance of deliverable 6.4 of TOR i.e. **3rd Progress Report** (which will include core information on Progress Reports on Production of books, documentaries and strategic action plan) that need to be submitted within 18 months from the commencement date of contract.
- Ten (10) percent of the contracted amount will be paid by the client upon submission and acceptance of deliverable 6.5 of TOR i.e. **Draft final Report of the assignment** (which will include core information/documents of all outputs listed in the scope of work, etc.) that need to be submitted within 23 months from the commencement date of contract.
- Ten (10) percent of the contracted amount will be paid by the client upon submission and acceptance of deliverable 6.6 of TOR i.e. **Final Report of the assignment** (which will include core information/documents of all outputs listed in the scope of work, responses against the reviewers' suggestions/ comments/remarks/queries on the draft final report) that need to be submitted within 24 months from the commencement date of contract.



(This is not part of ToR but will be reflected in the REOI)

Interested Consultants should provide information on prescribed Format issued with the REOI demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- General Experience of the Firm (core business and years in business)
- Specific Experience in similar assignment;
- Experience of working under donor funded projects will be added advantage;
- Firm's relevant managerial and organizational capabilities for the assignment.
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Prescribed Format for Submission of Expression of Interest (EOI)

(In case of Joint Venture, this Form to be completed by each JV partner)

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b) 2017-18					:				
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