

Section 7. Terms of Reference

Ministry of Megapolis and Western Development - Government of Sri Lanka

Sustainable Urban Development Project (SUDP) under the Strategic Cities Development Programme (SCDP)

Consultancy Services for Planning, Detailed Design and Procurement of Urban Upgrading, Heritage Conservation and Capacity Building activities for four Cities in Sri Lanka (Trincomalee, Dambulla, Kurunegala and Ratnapura)

(Package No. SUDP DPC UR 01)

1. Background:

- 1) The Ministry of Megapolis and Western Development (MMWD), Government of Sri Lanka (GoSL) is planning to take up sustainable development initiatives in key strategic cities of the country with growth potential outside Colombo, which include cities in Colombo - Trincomalee economic corridor (Trincomalee, Dambulla and Kurunegala) and another important strategic city i.e Ratnapura which is a main commercial cum agricultural city of Sabaragamuwa Province. The location map of these cities is given vide Annexure 1.
- 2) In this endeavor, Government of Sri Lanka and Asian Development Bank (ADB) have agreed to work together for the Sustainable Urban Development Project (SUDP) under the Ministry's Strategic Cities Development Programme (SCDP) which is a Program envisaged to develop Strategic Cities across Sri Lanka.
- 3) In order to ensure project readiness before approval of the main loan, ADB has agreed to support an Urban Project Preparatory Facility (UPPF) through a Technical Assistance (TA) Loan for Sri Lanka which is envisaged to strengthen project readiness by completing the required plans, feasibility studies, detailed designs, and procurement actions in advance to meet ADB financing requirements and building capacities of implementing agencies in the urban sector prior to main project approval.
- 4) The subject consultancy assignment which would be to undertake the subprojects finalization, feasibility, detailed design, estimation and procurement services for Urban Upgrading and Heritage Conservation components, including the capacity building initiatives. The subject assignment is planned to be financed through proposed TA Loan

2. Objective(s) of the Assignment:

- 5) The main objectives of the assignment are mainly (but not limited to) the following:

- (i) To take up development interventions in four cities (i) Trincomalee; (ii) Dambulla; (iii) Kurunagela; and (iv) Ratnapura of Sri Lanka (brief of the towns provided in Annexure 2)
- (ii) To get the indicated physical interventions confirmed with due studies which mainly include (a) UDA and any other plans ready for reference; (b) planning studies; (c) initial surveys and investigations; (d) consultations; and (e) approvals from relevant agencies; etc. for two types of sub-projects (i) Urban Upgrading; and (ii) Heritage Conservation sub-projects to be taken up under the project;
- (iii) Update the present status of service sector (s) with regard to subprojects identified for the local authority area;
- (iv) Conduct necessary detailed surveys and investigations required to design and implement the subprojects finalized;
- (v) Prepare the concept designs and drawings for each identified subproject along with tentative / rough estimates (alternatives to be worked out for discussion and approval);
- (vi) Prepare the detailed architectural and engineering designs for the finalized option of each sub-project intervention;
- (vii) Prepare detailed bill of quantities (quantity estimates) and cost estimates for each project intervention;
- (viii) Prepare reports on environmental (DDR, IEE etc.) and social safeguards (resettlement requirements / indigenous people issues if any);
- (ix) Work out the technical, financial, economic, environmental and social feasibility of each package individually and the financial feasibility for the total package of the city as a whole and prepare an overall feasibility report;
- (x) Prepare the detailed project reports for all the subprojects identified;
- (xi) Assist in the procurement of works and goods (mainly includes preparation of bid documents (including specification and bill of quantities), procurement plan, assisting in bid evaluation until award of works.);
- (xii) Assist the implementing agencies in project readiness activities for commencement of construction work;
- (xiii) Identify capacity building requirements and implement the capacity building programs to the stakeholders implementing the project; and
- (xiv) Assist the Local Authorities in development of a Reform Plan and its implementation and assist the EA in review of the progress of the reform actions. Suggest methodologies of implementation of the reform plans.

3. Scope of Services, Tasks (Components) and Expected Deliverables

6) The scope of work mainly but not limited to include services for the local authorities as mentioned below.

- (a) Trincomalee City, Eastern Province, Sri Lanka
- (b) Dambulla City, Central Province, Sri Lanka
- (c) Kurunagela City, North Western Province, Sri Lanka
- (d) Ratnapura City, Sabaragamuwa Province, Sri Lanka

The brief details of the above areas are provided in Annexure 2 for information.

7) The assignment is for three main subsectors:

- (i) Urban Upgrading subprojects in the city;
- (ii) Heritage Conservation subprojects in Cities; and
- (iii) Capacity Building of provincial and local authorities.

8) The consultants should note that the indicative allocation for this component for four cities would be around US \$ 76 million. (Trincomalee - US \$ 24 million; Dambulla - US \$ 18 million; Kurunagela - US \$ 18 million; and Ratnapura - US \$ 16 million). The priority projects to the extent of possibility of construction of subprojects up to the amount available as indicated should be considered during subproject confirmation.

9) The scope of services for the three main components are as follows:

3.1 Detailed Scope of Services

A. Urban Upgrading Component:

10) *Finalizing Urban Upgrading Components of Trincomalee:* Indicative interventions for Trincomalee are identified as in UDA Master Plan that is being finalized now. The consultants are required to review them and finalize the subprojects to be implemented under the project in discussion with the PMU based on feasibility and availability of funds under the project. **The list of subprojects to be taken up for design and implementation will be provided to the shortlisted consultants in the RFP.**

11) *Finalizing Urban Upgrading Components of Dambulla, Kurunegala and Ratnapura:* The consultants need to conduct the initial planning study and prepare a need assessment report. (existing plans from relevant institutions to be consulted during this process and required consultations, surveys, investigations, studies and analysis need to be done). Taking this need

assessment report as the basis, the consultant is required to prepare an urban design scheme for each of the three cities. The urban design scheme will have a long list of interventions as required for these cities. The long list to be used to finalize the subprojects to be implemented under SUDP in discussion with PMU and relevant stakeholders.

12) The community / stakeholder consultation plan for the project need to be developed by the consultant for (i) Project Planning and developing urban design schemes; (ii) finalization of sub-projects; (iii) design; (iv) execution / implementation; and (v) Operation phase.

13) The consultants need to assist the Project Implementation Units and Project Management Unit in getting the consensus of project partner agencies (especially the local authorities) on the sub-projects and administrative procedure for executing them.

14) The detailed Terms of Reference of construction of buildings which are major part of the urban upgradation component is provided in Annexure 3 to this TOR for reference to design all building components under the project. However, it is the responsibility of the consultant to undertake all required works as per the requirements irrespective of what is mentioned in the TOR.

15) The consultant will prepare the concept plans and drawings for all the subprojects with tentative estimates (alternatives to be prepared) and discuss with the client to finalize the same.

16) The Design and Procurement Consultant (DPC) is required to carry out feasibility studies for the finalized sub-projects. (Subproject feasibility should include technical, financial and economic analysis, and preparation of safeguard (social and environmental) documents in compliance with ADB requirements).

17) Prepare the Detailed Architectural and Engineering Designs for the finalized option of each Project Intervention;

18) The DPC also needs to prepare Detailed Project Reports including engineering designs, environmental and social and financial /economic feasibility reports and also prepare bidding documents for the project in compliance with ADB's procurement guidelines.(If the Local Authorities change the sub-projects due to the change in their preferences, it is the responsibility of the DPC to even conduct a pre-feasibility studies of the new projects and prepare prefeasibility report and then proceed with the other work as indicated in this ToR)

19) All designs and the design period shall be in accordance to the particular national planning norms. The projected population need to be determined by the consultant based on appropriate projection techniques. The designs shall conform to relevant/ latest applicable National Standards and UDA/CEA requirements. Wherever such standards are not available, appropriate standards shall be followed in discussion with the PMU. The procedures and norms of all these need to be agreed with the PMU before commencement of the design work.

20) In addition, the DPC shall prepare the Bidding Documents for Procurement of goods and Works for the Project in line with the Standard Bid Documents of ADB

- 21) DPC needs to collect and update information regarding service levels of the infrastructure sector taken up for development in the study area including inventory of existing systems.
- 22) DPC needs to collect necessary data and information for design and implementation. DPC shall be wholly responsible for all the details provided in their reports on physical and site conditions, the execution methodology, and various other parameters etc. All data utilized in preparation of the reports shall be presented indicating the sources of the data and also the basis of assumptions, if any. i.e the Design and Procurement Consultants shall be responsible for all the data or designs and drawings given by them.
- 23) DPC shall carry out topographical survey with reference to specified datum as required for the service up gradation and necessary geotechnical investigations. The local body will provide the information on sub-project sites, their measurements and ownership details. The consultant shall be responsible for its verification and mapping. Soil tests as per relevant National Standards have to be conducted and necessary reports prepared by consultants to arrive at design parameters.
- 24) The detailed cost estimates need to be prepared using the latest schedule of rates of the Province. Estimate associated costs such as road restoration charges/ shifting of utilities, resettlement etc. There should not be any lumpsum items in the bill of quantities. For items not covered under schedule of rates, market rates to be assessed. (Necessary documents on quotations received should be made for assessment of market rates) and also prepare contract packaging plan.
- 25) For the given purpose and functional use of the respective sub-projects, proper design has to be developed. The consultants have freedom to choose the type of sub structure and superstructure, provided National code specifications and standards are met. The drawings and designs shall include a general arrangement drawing and a detailed longitudinal section drawing of all components in size A1 or A2. The level of detailing shall be such so as to enable check of conformance with code provisions, including detailed construction drawings and bar bending schedules. The responsibility of the preparation and issue of detailed construction drawings is that of the Design and Procurement Consultants which needs to be submitted along with the bid documents.
- 26) Assist completely in bidding, bid evaluation and award process in procurement of works, goods and materials in accordance to guidelines of ADB as required by Project.
- 27) DPC needs to prepare project Implementation schedule and budget with cash flow forecasts, furnish network analysis such as Critical Path Matrix/ Program Evaluation and Review Technique (CPM / PERT) for purposes of effective project monitoring and regular reports.
- 28) DPC needs to carry out social impact assessments of proposed development including land acquisition and its financial implication for all sub-projects. The DPC need to prepare Due Diligence Reports (DDRs) for sub-projects categorized under 'C' due to initial social assessment; and if found necessary, prepare a Resettlement Plan (RP) and/or an indigenous people plan in accordance with the resettlement framework (RF) and indigenous peoples planning framework (IPPF) agreed upon between the Government of Sri Lanka and ADB for cases involving resettlement and indigenous peoples respectively.

29) The DPC will prepare a grievance redress structure for the ensuing projects. The DPC will also provide capacity building support to executing and implementing agencies ensure: (i) grievance redress mechanisms can function effectively; and (ii) improved project communication skills of the implementing and executing agencies so that affected persons are well informed thus reducing the number of grievances arising due to the ensuing projects.

30) The consultants will undertake rapid environmental assessments using a checklist of parameters in order to categorize the future urban sub-projects as A, B and C. DPC needs to prepare necessary environmental assessment reports in compliance with the Environmental Assessment and Review Framework (EARF) agreed upon between the government and ADB and requirements of ADB procedures. Due Diligence Reports (DDRs) will be prepared for all sub-projects categorized as “C” in accordance to the rapid environmental assessment which indicates negligible impacts on environment. The DPC will prepare Initial Environmental Examination report or Environmental Impact Assessment report for sub-projects categorized as “B” and ‘A’ respectively based on the rapid environment assessment conducted in the beginning. The format for rapid environment assessment +and reports would also be agreed between consultants and PMU in the beginning.

31) IEEs prepared for future projects will include environment management plans (EMPs). If existing facilities are involved an Environment Compliance Audit may also be needed. Environmental management plan will also be included in bidding documents and contracts. For the ensuing loan projects, this will include all the above provisions to be included in the contracts for contractors to carry out all environmental and social mitigation and monitoring measures outlined in their respective contract. If existing facilities are involved an Environment Compliance Audit may also be needed. The design team will work closely with environment team to ensure that environment requirements are incorporated into project design from start.

32) The consultant shall follow the consultation plan prepared for the project in both sub-project finalization and subproject design.

33) Prepare GAP for the Project and implement the GAP of the TA loan.

34) The Design and Procurement Consultants shall assist the Local Authority in obtaining required statutory approvals for the subproject implementation from competent authorities.

35) The Consultant shall perform with reasonable skill and care the services for Architectural and multi-disciplinary design services, necessary to achieve the completion of the Project in accordance with the Project requirements, including services that are necessary, but not expressly detailed in this scope of services.

36) Based on the costs estimates prepared and the project schedules approved by the client., the consultant should perform the following tasks:

- (a) Preparing full set of working Drawings comprising of Architectural, Structural, Services, Interior Decor, Landscaping etc which are suitable for construction;
- (b) Co-ordination with Employer's representatives and Technical Evaluation Committee members on finalizing extent and sufficiency of details presented in working drawings and contract packaging;
- (c) Preparation of Bill of Quantities, and specifications.
- (d) Consultant shall submit to the Employer the following documents necessary for calling tenders such as:
 - (i) Pricing Preambles,
 - (ii) Specifications;
 - (iii) Bills of Quantities;
 - (iv) Instructions to bidders (based on ADB standard documents);
 - (v) General Conditions and Particular Conditions of Contract (based on ADB standard documents);
 - (vi) Warranties / Guarantees requirements;
 - (vii) Instructions of Supervision of works;
 - (viii) Program of Works;
 - (ix) Full set of Architectural, Structural and Services working drawings;
 - (x) Bidding documents for procurement of works / goods etc.

37) Bidding and Negotiating Stage: During this stage, DPC must obtain the approval of the Employer to all Bidding Documents.

- (i) Assist the Employer to invite bids for the project, based on the bid document approved by the Employer;
- (ii) Assist to conduct pre-bid meetings, answer queries and advise Employer and bidders on all technical and procedural matters during bidding;
- (iii) Advise and attend to the closing of bid receipt and opening of bids;
- (iv) Assist in evaluation of the bids;
- (v) Assist the Employer to select a Contractor including negotiations with bidder on finalizing the Contract;
- (vi) Advise the Employer on issue of Letter of Acceptance and Award of Contract by providing a suitable draft letter;
- (vii) Arrange contract documents for the signing of the Contract by the Employer and the Contractor;
- (viii) Arrange to hand over the site and the relevant documents to the Contractor; and
- (ix) Review and finalize the construction program and other instructions.
- (x) Prepare Quality Assurance Document for quality implementation of works.

38) Prepare the Management Plan for every investment

B. Heritage Conservation Component

39) Finalizing Heritage Conservation Components of Trincomalee: The components to be taken under this project under Heritage Conservation will be listed in the RFP to be issued to the

shortlisted consultants. The consultants are required to review them and finalize the subprojects to be implemented under the project in discussion with the PMU based on stakeholder priority, feasibility and availability of funds under the project.

40) Finalizing *Heritage Conservation Components of Dambulla, Kurunagela and Ratnapura*:

The consultants need to conduct the initial planning study and prepare a scheme for Heritage Conservation for each city (The consultants can refer the inventory of Heritage sites prepared by the project and take it as a long list). The long list to be used to finalize the subprojects to be implemented under SUDP in discussion with PMU and relevant stakeholders.

41) The consultant will then:

- a) Document the existing situation of the heritage area / Building to be conserved along with changes over time with respect to original structure and list the extent of conservation / improvement works to be undertaken to increase to tourist and economic potential of the area; and
- b) Prepare the measured drawings of the existing Heritage Buildings sufficient for design;
- c) Prepare the technical feasibility inclusive of financial, economic, environmental and social analysis of the proposed improvement works;
- d) Prepare Concept and detailed designs of the proposed improvement works to conserve the structures and develop them as a tourist spots / land marks of the region.

42) Consultants also need to consultant the Master Plans prepared by UDA (if any) for finalization and implementation of the subprojects.

43) The Consultant need to interact closely with Department of Archaeology and Central Cultural Fund (CCF) who are already undertaking improvement works in heritage areas and buildings.

44) For this component also, the consultant needs to perform all the activities mentioned in points 12 to 36 above in this document. An also consultant have to develop the Management Plan for Heritage Sites and Buildings to get the maximum return for the investment.

45) The Consultant need to work out on developing these heritage areas / structures as centers of tourist attraction / landmarks and to develop as a source of revenue generation to the local authorities.

46) The Consultant need also to work out garnering the private sector support (as possible) to operate and maintain the structures with a robust memorandum of understanding / agreements on control over the area / structures.

47) The Consultant need to ensure that the original culture of the heritage structure is maintained in design of these structures.

C. Capacity Building Component:

48) The Consultant need to study the existing situation / systems particularly in four project local authorities with respect to:

- (i) Institutional capacity for effective delivery of services;
- (ii) Financial management of local authority;
- (iii) Business processes in the local authorities;
- (iv) Asset management in project local authorities;
- (v) Roles and responsibilities of staff to work out restructuring and additional requirements of human resources etc.
- (vi) Citizen charter for the local authorities.

49) The consultant shall also study various interventions being attempted by various projects and the ministries to improve systems and processes in local authorities. Some of the main interventions are:

- (i) front office-based IT solutions in local authorities developed under Local Government Enhancement Sector Project (LGESP);
- (ii) e-Local Government solutions developed by ICTA;
- (iii) business process reengineering recommendations developed Capacity Building Consultants of LGESP;
- (iv) capacity building initiatives under strategic cities development project (SCDP); and
- (v) Capacity building initiatives under North East Local Service Improvement Project (NELSIP).

50) The Consultant shall evaluate and recommend on implementing the above interventions in the local authorities.

51) Based on the studies and evaluation, the Consultant shall recommend and design other capacity building interventions;

52) The Consultant shall design the capacity building programs to implement all interventions with the help of experts of the concerned field. Necessary capacity building programs would be conducted to enhance the capacity of the staff in implementing the interventions planned.

53) The consultant shall assist the project local authorities in preparing time bound reform plans and implement them.

54) The consultant shall also recommend institutional restructuring and capacity building requirements to improve the service delivery in local authorities.

General

55) The DPC should ensure that the sub-projects taken up for implementation are in line with approved subproject selection criteria.

56) The Terms of Reference given are General and it is expected that the DPC would take up all the work on design for successful implementation of the project notwithstanding the text of the Terms of Reference.

57) If agreed by the EA, the feasibility report and the detailed design reports could be submitted together for projects which appear to be more surely feasible in the first instance.

58) Consultant required to prepare a Terms of Reference for supervision works of similar component.

3.2 Downstream Work

59) The Design and Procurement Consultants would be required to address the design issues during the Construction Stage as and when required. All corrective actions to be addressed by the consultants at no additional cost to the client and additional works (if any) would be considered for payment which could be suitably discussed and arrived at.

3.3 Training as a specific component of the assignment

60) The assignment has a specific capacity building component and involves training of the staff of project local authorities on capacity building.

4. Team Composition & Qualification Requirements for the Key Experts and Key Activities

61) **Key Experts - International and National:** The list of Key Experts (International and National) are given in Table 1 below.

Table 1 - Key Staff

No.	Details of the Expert	Number	Months / Qty
International Experts			
1	Team Leader Cum Sr. Engineer Planner	1	12
2	Urban Design Expert cum Sr. Architect	1	3
3	International Conservation Specialist /Heritage Building Expert	1	3
Sub Total International Experts			18
National Experts			
Common Team at Trincomalee / Dambulla			
1	Financial Expert / Economist	1	6
2	Senior Quantity Surveyor	1	8
3	Safeguard Specialist (Environment)	1	6
4	Safeguard Specialist (Social)	1	6

5	Gender and Communications Expert	1	3
6	Procurement Specialist	1	7
7	IT Expert	1	6
8	Geo-technical Engineer / Expert	1	4
9	MEP Engineer	1	6
10	Reform / Capacity Building Expert	1	6
11	Conservation Specialist /Heritage Building Expert/ (Architect Planner)	1	4
12	Structural Engineer (Non-Destructive Testing and Building Evaluation Expert)	1	3
13	Lighting Engineer/ Expert (Including Heritage Lighting)	1	3
14	Documentation Expert	1	4
15	Ecologist	1	2
16	Curator	1	2
17	Civil / Infrastructure (Design Engineer)-1	1	8
18	Civil / Infrastructure (Design Engineer)-2	1	8
Sub Team A - Trincomalee			
19	Deputy Team Leader cum Architect Planner - 1	1	8
20	Structural Engineer - 1	1	6
21	Structural Engineer (Marine Structures) - 1	1	4
22	Architect / Urban Designer - 1	1	4
23	Urban Planner - 1	1	2
24	Landscape Architect - 1	1	4
25	Coastal Engineer - 1	1	2
Sub Team B: Dambulla MC			
26	Deputy Team Leader cum Architect Planner-2	1	14
27	Structural Engineer -2	1	4
28	Architect / Urban Designer -2	1	5
29	Landscape Architect -2	1	4
30	Urban Planner -2	1	3
Sub Team C - Kurunagela MC			
31	Deputy Team Leader cum Architect Planner-3	1	14
32	Structural Engineer -3	1	4
33	Architect / Urban Designer -3	1	5
34	Landscape Architect -3	1	4
35	Urban Planner -3	1	3
Sub Team D - Ratnapura MC			
36	Deputy Team Leader cum Architect Planner - 4	1	14
37	Structural Engineer - 4	1	4
38	Architect / Urban Designer - 4	1	5
39	Urban Planner - 4	1	3
40	Landscape Architect - 4	1	4
Total - Key National Experts		40	212

4.2 Key Staff - Qualifications and Key Responsibilities - International Experts

62) **Expected Qualification Requirements and Tasks assigned to the Key experts:** The Consultant is expected to propose experts adequately qualified and experienced to undertake efficiently the task/ responsibility assigned to them. The tasks/ responsibility assigned and detailed educational qualification and experience requirement for the respective expert are as mentioned below.

63) **Team Leader Cum Sr. Engineer Planner :** The preferred qualification is a graduate Civil engineering with post graduate degree in Urban design / Urban Planning or related equivalent qualification with around 15 years of experience in senior positions in urban infrastructure development projects preferably funded by external funded agencies. The expert is responsible for overall management of the assignment and all the outputs. The expert would guide the team on submission of the quality deliverables on schedule. Team leader will be responsible for overall project management and administration, appraisal of subprojects as required, advice on procurement and bid process management.

64) **Urban Design Expert Cum Senior Architect:** The preferred qualification is a graduate in Architecture and Post Graduation in Urban Design or related equivalent qualification with 10 years of experience in urban design works. Works would include study the existing situation of the areas to be developed and suggest the elements that are to be included in the design to improve the visual image of the areas / structures. The work would be basically for Heritage Structures and Public Buildings to serve as landmarks of the areas. The international expert would guide the national urban designer and clearly give the way forward report with his recommendations by the completion of work.

65) **International Conservation Specialist/Heritage Building Expert:** The preferred qualification is Post Graduate Degree in Archaeology / Conservation or equivalent related field with around 10 years of experience in similar Heritage conservation works. The expert needs to conduct reconnaissance survey of the heritage structures, preparation of terms of reference for surveys and getting the physical plan completed; prepare detailed plan with components to be implemented; advise on procurement method; preparation of bidding document for procurement of design services and works as appropriate; Preparation of final report on project proposals, estimates and implementation plan; and design the works to be taken for conservation. The international conservation expert will provide the required guidance to the national expert in taking up the work forward.

4.3 Key Staff - Qualifications and Key Responsibilities - National Experts

66) **Financial Expert / Economist:** The preferred qualification and experience of the Finance Expert is a post-graduation in finance /economic / chartered accountant or equivalent qualification

with relevant degree with around 8 years of experience of working on similar projects and local government financing. The expert would be required to assist the international finance expert in the assignment in studying the financial management system in the project local authorities and prepare a report on measures to be taken on enhancing revenue of the local authorities and work out the required capacity building measures on financial management and prepare training modules for the same. The expert will be working on the financial and economic analysis on the subprojects and the package as a whole and ensure that the packages which are financially and economically viable are taken up under the Project. Assist in preparation of the financial / economic analysis sections of the detailed Project report.

67) **Senior Quantity Surveyor:** The preferred qualification would be a graduation in quantity surveying with around 15 years of experience in quantity surveying work in government projects. The expert will prepare templates of quantity surveying of all the sectors. Review the estimates prepared by the sub-teams and assist the procurement specialist in preparation of the bid documents.

68) **Safeguard Expert (Environmental Safeguards):** The preferred qualification and experience of safeguard expert (environmental safeguards) is a relevant post-graduation degree with around 10 years of experience working on similar assignment on environmental safeguards preferably in externally funded projects. The expert will prepare the Initial Environmental Examination, reports, Environmental Impact Assessment Reports, Due Diligence Report in accordance to the project categorization and assist the team in preparing the environmental safeguard reports in the Detailed Project Report. Also, will prepare a checklist of environmental safeguards for compliance in the construction sites. The expert will prepare brief awareness modules on environmental safeguards for project and contractors staff with list of compliance requirements. The experts' deliverables will work will be in accordance to the ADB - Safeguards Policy Statement as applicable to date.

69) **Safeguard Expert (Social Safeguards):** The preferred qualification and experience of the safeguard expert (social safeguards) is a relevant post-graduation degree with around 10 years of experience working on similar assignments on social safeguards preferably in externally funded project. The expert will prepare the Resettlement framework and Indigenous peoples framework for the project for approval of ADB. The expert will prepare the Resettlement Plans and Indigenous Peoples Plan as applicable to the subprojects. Also, will prepare the Diligence Reports for the Social Safeguards for category 'C' subprojects. The social expert will prepare a Grievance Redressal Mechanism for in line with the requirements and ensure its implementation as and when need arises. The expert will prepare brief awareness modules on social safeguards for the project and contractor's staff with list of compliance requirements. The expert will also assist the team in preparation Social Safeguards section of the Detailed Project Report. The experts' deliverables will work will be in accordance to the ADB - Safeguard Policy Statement as applicable to date.

70) **Gender and Communication Expert:** The preferred qualification and experience of the Gender and Communication Expert will be a relevant degree with around 8 years of experience of working on similar assignments on gender and communications preferably in external aided projects. The expert will assist in preparation of Gender Action Plan and Consultation Plan for the Project. The expert will also prepare the schedule for the awareness programs and training on

gender sensitization programs. The expert will prepare formats for reporting progress on gender action plans and sex-dis-aggregated data and also train the project staff in filling the information.

71) **Procurement Specialist:** The preferred qualification for this position is the graduation in civil engineering and experience as procurement of works in government projects for the last 10 years preferably in externally funded projects. The expert would be responsible for the preparation of the standard bidding documents for the project, assist the project in the preparation of the bid documents for the specific subprojects. The procurement specialist will be stationed in the central office, will collect all the details from the sub-team offices and prepare the documents. Will assist the project in invitation of the documents, pre-bid meetings, evaluation and award of bids and obtaining the PCSS numbers for the awarded contracts. Will also prepare the procurement fact sheets for uploading in project website.

72) **IT Expert:** The preferred qualification for IT expert is graduation in computer engineering or equivalent and experience in development of software for government / public institutions for around 8 years. IT expert would be required to study the software interventions in all the project offices and prepare a data base. Later, in discussion with the staff of LAs and assessment of requirements of improved performance, identify and prepare the software for improvement in atleast 5 areas of improvement including asset management and financial management / management accounting (after obtaining the approval of the project) and implement the same with the help of IT coordinators. The baseline of the parameters to be recorded before intervention and final results at the end of the project would be recorded by the Project.

73) **Geotechnical Engineer/ Expert:** The preferred qualifications for the expert is graduation in civil engineering with post-graduation in Geotechnical Engineering. The expert will be responsible for conducting all the soil investigations in accordance to the requirements of the project and also recommend foundation types based on the soil conditions.

74) **Reform / Capacity Building Expert:** The preferred qualification for the Reform / Capacity Building expert is the post-graduation in the relevant discipline or equivalent with around 10 years of experience in institutional development / capacity building assignments and preferably in externally funded projects. The Reform / Capacity Building Expert will study the systems in all sectors in the project local authorities and prepare an assessment of the existing situation and provide proper recommendations of the institutional strengthening in different sectors of local governance. Prepare training modules for capacity building in different sectors and train the trainers on these issues for taking the training further down to the staff of local governments, provincial councils and the ministry.

75) **MEP Engineer:** The preferred qualification for the expert is graduation in mechanical/electrical engineering with around 10 years or relevant experience. Responsibilities include Design of electrical, Mechanical and air-conditioning components of all the works and other related systems. The engineer will along with the designs provide the necessary drawings suitable for construction/ installation of the systems. The engineer will also provide necessary detailed specifications and details of required guarantees and warranties for all the components as mentioned above to be included in bid documents.

- 76) **Conservation Specialist/Heritage Building Expert (Architect Planner):** The preferred qualifications for the expert is graduation and specialization in the conservation subject with around 8 years of experience in similar assignment. The expert is supposed to work on conservation of heritage structures taken up under the projects.
- 77) **Deputy Team Leader cum Architect Planner :** The preferred qualification of the expert is graduation in Architecture/Urban Design with post-graduation in Urban Planning /Urban Design with around 10 years' experience in implementing the infrastructure development works in senior position. Experience in the externally funded projects will be an added advantage. The Deputy team leader will be responsible for overall implementation of the work of the respective sub team area. The expert will coordinate with relevant local authorities and the central team to produce the required outputs. He will assist in design of the structures and preparation of the Detailed Project Reports. He will coordinate the work of all the team members of the respective sub-team.
- 78) **Structural Engineer:** The preferred qualifications for expert is post-graduation in structural engineering or equivalent with around 5 years of experience in relevant area. The expert should work on design of the structures that are taken up in the project.
- 79) **Structural Engineer - Marine Structures:** The preferred qualifications for expert is post-graduation in structural engineering or equivalent with around 8 years of experience in relevant area. The expert should work on design of the marine structures that are taken up in the project.
- 80) **Structural Engineer (non-destructive testing & building evaluation expert):** The preferred qualifications for expert is post-graduation in structural engineering or equivalent with around 8 years of experience in relevant area. The expert should study the structural conditions of the public buildings / heritage structures through non-destructive methods and suggest conservation and rehabilitation methods.
- 81) **Architect / Urban Designer:** The preferred qualification for the expert is graduation in Architecture / Urban Design. Experience of around 8 years in architectural design of buildings and assist in city beautification schemes. The urban designers' responsibility will be to prepare layout designs for beautification of areas and buildings of the subproject.
- 82) **Urban Planner:** The preferred qualification is graduation in civil / urban planning and a post-graduation in urban planning with around 8 years of experience in planning the areas like city center etc. The Urban Planner should ensure that the proposals are in line with plans of Urban Development Authority and in line with requirements of a planned town / city.
- 83) **Lighting Engineer/Lighting Expert:** The preferred qualification for the expert is graduation in electrical engineering with around 8 years of experience in lighting systems. The expert will design the lighting systems in the Heritage Structures and its surroundings and in areas and streets to be improved under the Project for a better ambience and enhancing the appearance of the area.

84) **Coastal Engineer:** The preferred qualification for the expert is graduation in coastal / marine engineering or equivalent with around 8 years of experience. The coastal engineer should design the structures under water or on the shores based on the regulations and requirements together with marine engineer. The coastal engineer should ensure that all coastal regulations of the area are followed strictly.

85) **Documentation Expert:** The preferred qualification is Graduation in Documentation Science / related discipline with 5 years' experience in documentation works of similar nature. Basically, works on documentation on historical details of heritage sites and public buildings. Document the previous works with details of the history of the building. Prepare an inventory of the existing structures and related items. Prepare a final inventory of the structures after the completion of the physical works are completed.

86) **Ecologist:** The preferred qualification is Post -Graduation in relevant discipline with 8 years of experience in ecological studies. The responsibilities are to assess the ecological impact of the proposed developments and advice the project accordingly. Suggest suitable mitigation measures to protect the ecology of the areas.

87) **Curator:** The preferred qualification is graduation in relevant of related discipline and 8 Years' of experience in curator work. The responsibilities include providing advice on method of preservation of structures.

88) **Civil Engineer / Infrastructure (Design) Engineer:** The preferred qualification is Master degree in Civil Engineering / Infrastructure design with around 8 years' experience. The responsibilities would be to assist in designs of all civil engineering structures and utilities.

89) **Landscape Architect** - The preferred qualification is M.Sc. (Landscape Design) or equivalent. Membership of relevant institute will be preferred. Around 8 years of experience in Landscape Designing Works. The Consultant shall design all the landscape elements need to incorporated in the sub-projects to increase the livability of the project area.

5. Reporting Requirements and Time Schedule for Deliverables

90) *The General Deliverables with time lines of some common report are as follows:

Type of Report	Time Line
Inception Report	Within 15 days of Mobilization
Monthly Report	With in 5 th of the next month
Quarterly Report	With in 20 days after the reporting quarter
Finalized options report for Trincomalee (Urban Upgrading and Heritage Conservation)	Within 30 days of mobilization

Urban Design Schemes with long list of projects for Dambulla, Kurunagela and Ratnapura - (Urban Upgrading and Heritage Conservation)	Within 60 days from the mobilization.
Finalized options report for Kurunagela, Dambulla and Ratnapura - (Urban Upgrading and Heritage Conservation)	Within 75 days from mobilization.
Feasibility Report and Concept designs for identified specific projects	All concept designs to be completed within 6 months from Mobilization. (individual sub-project targets will be as agreed within this limit)
Detailed Project Report (Detailed designs, cost and quantity estimates, safeguard report summary, drawings (suitable for construction) etc.)	All detailed designs to be completed within 12 months from Mobilization. (individual sub-project targets will be as agreed within this limit)
Bid Documents for all subprojects	Within 7 days after approval of each Detailed Report.
Other Reports as mentioned in the TOR	As agreed during the negotiation
Final Completion Report	Within one month of completion of the project.

91) The consultant will need to submit any other reports as desired by the Project Management Unit and Project Implementation Units. The submission needs to be in 5 copies of each report with 2 Softcopies in CDs.

92) All reports need to be submitted to the particular Project Implementation Unit and Project Management Unit.

5.1 Working Hours

93) The experts shall not be entitled to be paid for overtime nor to take paid sick leave or vacation leave.

94) The consultant should work all the days in the month excluding Sundays and Mercantile holidays for the eligibility of billable one month otherwise the remuneration will be proportionally. A working of 22 days will be considered as one billable month and each billable day is for 8 hours.

6. Client's Input and Counterpart Personnel

6.1 Services, facilities and property to be made available to the consultant by the client:

95) The maps and other data related to this work, to the extent available will be provided. All other logistics to be the responsibility of the Consultant.

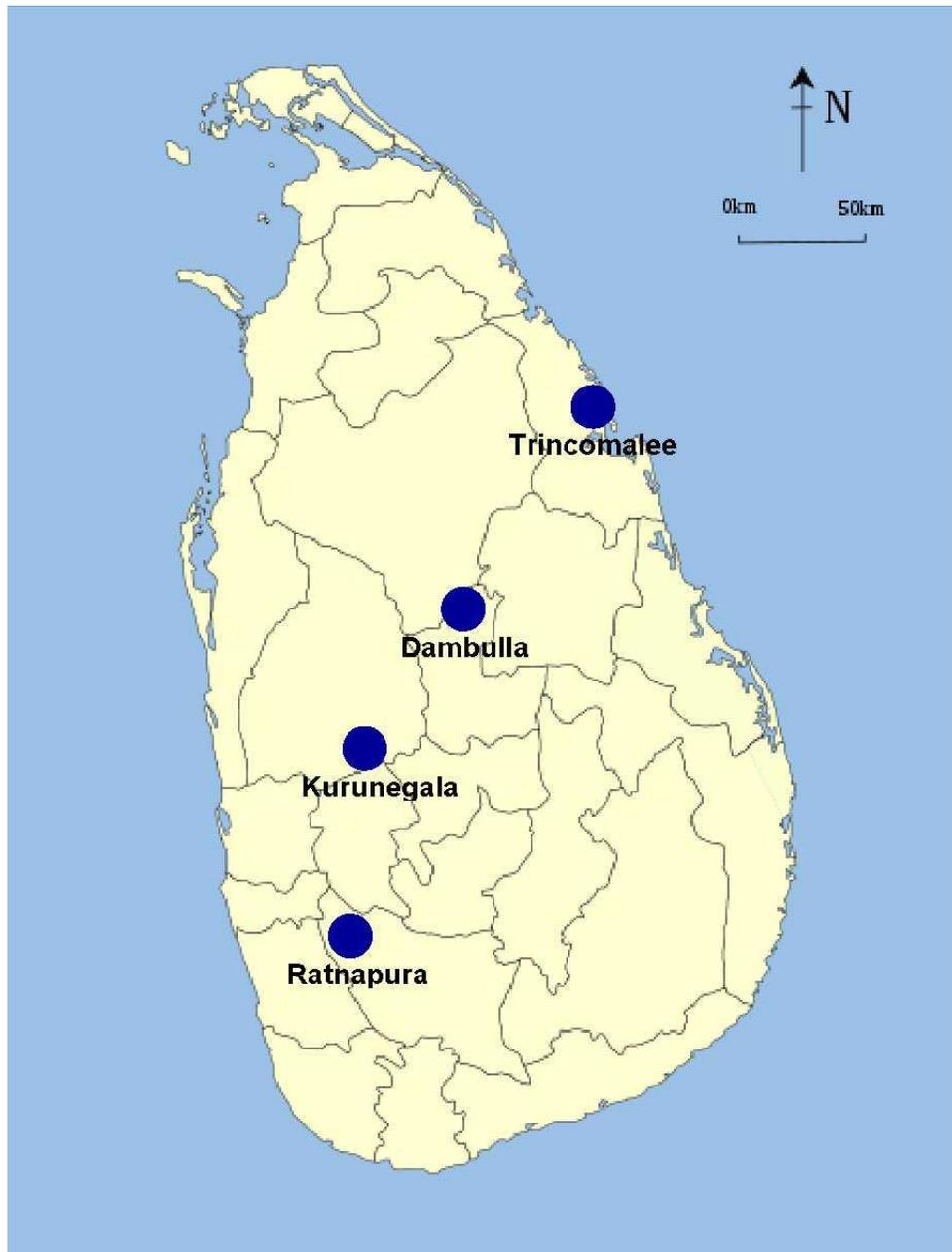
6.2 Professional and support counterpart personnel to be assigned by the client to the consultant's team:

96) The client will provide support through the staff of PMU and PIU. But there will not be any specific counterpart personnel assigned by the client to the consultant team.

7. Client will provide the following inputs, project data and reports to facilitate preparation of proposals:

97) The maps and reports as available with the client will be provided to the Consultant.

Map Showing Location of the Proposed Project Towns – Sustainable Urban Development Project



Brief Details of the Cities

Trincomalee:

Trincomalee is the administrative headquarters of the Trincomalee District and major port city of Eastern Province, Sri Lanka. Located on the east coast of the island overlooking the Trincomalee Harbour, 113 miles south of Jaffna and 69 miles north of Batticaloa. With a population of 99,135, the city is built on a peninsula of the same name, which divides its inner and outer harbours. The city is home to the famous Koneswaram temple and is home to other historical monuments such as the Bhadrakali Amman Temple, the Trincomalee Hindu Cultural Hall and, opened in 1897, the Trincomalee Hindu College.

The urbanization of the city continued when developed into a fortified port town following the Portuguese conquest of the Jaffna kingdom, changing hands between the Danish in 1620, the Dutch, the French and the British in 1795. The city's architecture shows some of the best examples of interaction between native and European styles and has the largest Dutch fort on the island.

The Trincomalee harbor with about 50 km of line is considered as one of the best sheltered harbors found in the world. The harbor is locked in by hills and mountains on three sides and on the fourth is protected by a few islands. It is the world's fifth largest natural harbor.

The city has many spots which encourage tourists to visit the place and is an important tourist destination for both international and domestic tourists.

In its effort to develop alternatives centers to Colombo, development of Trincomalee is on high priority list of the Government and many studies are being conducted by international agencies to work out strategies for development of this city as a eastern gateway to the Asian and other countries.

Dambulla:

Dambulla is a large town, situated in the Matale District, Central Province of Sri Lanka, situated 148 km north-east of Colombo and 72 km north of Kandy. Due to its location at a major junction, it is the centre of vegetable distribution in the country.

Major attractions of the area include the largest and best preserved cave temple complex of Sri Lanka, and the Rangiri Dambulla International Stadium, famous for being built in just 167 days. The area also boasts the largest rose quartz mountain range in South Asia, and the Iron wood forest, or Na Uyana Aranya.

Ibbankatuwa prehistoric burial site near Dambulla cave temple complexes is the latest archaeological site of significant historical importance found in Dambulla, which is located within 3 km of the cave temples providing evidence of the presence of indigenous civilizations long before the arrival of Indian influence on the Island nation.

It is a major town along the Colombo Trincomalee economic corridor with a great potential for development

Kurunagela:

Kurunegala is a major city in Sri Lanka. It is the capital city of the North Western Province and the Kurunegala District. Kurunegala was an ancient royal capital for 50 years, from the end of the 13th century to the start of the 14th century. It is at the junction of several main roads linking to other important parts of the country. It is about 94 km from Colombo and 42 km from Kandy.

Located at an altitude of 116 meters above sea level, Kurunegala is surrounded by coconut plantations and rubber estates. There are eight very noticeable large rocks that encircle and dominate the city. Kurunegala's rocks rise from the plain below and have characteristic names, six of which come from the animals that they are imagined to represent. The largest among them is Ethagala or the "Elephant Rock" reaches 325 meters.

Kurunegala, the city with the 3rd highest population density, formally renowned for its sustainable agricultural based social tradition, is currently losing its original connotation due to the haphazard development that is taking place at a high rate within the city premises. In order to cater for this increased population and their needs several proposals are developed by the UDA (Urban Development Authority) to upgrade facilities, infrastructure and other services of the city. But the congested road networks, Inadequacy of functional zoning and compact haphazard development of the city-built fabric over powers the initial character of the city which was originally strongly connected to nature and agriculture.

Therefore, the city's current context and built fabric needs to be changed in a manner that allows for the macro scale development proposed for the city in order to gain maximum present and future benefits while reviving the original characteristics of the city. The Urban Development Authority (UDA) has already undertaken the beautification of the surrounding areas of the Kurunegala lake as one of the priority projects with a view to enhancing the aesthetic landscape of the town while providing recreational and leisure facilities for the public.

Ratnapura

Ratnapura is a major city in Sri Lanka. It is the capital city of Sabaragamuwa Province, as well as the Ratnapura District, and is a traditional centre for the Sri Lankan gem trade. It is located on the Kalu Ganga (Black River) in south-central Sri Lanka, some 101 km (63 mi) southeast of the country's capital, Colombo.

It is the centre of a long-established industry of precious stone mining including rubies, sapphires, and other gems. Apart from gem mining, the city is known for the production of rice and fruit. Large plantations of tea and rubber surround the city. Tea grown in this region is called low-country tea. There is a well-established tourism industry in Ratnapura. Nearby Sinharaja Forest Reserve, Udawalawe National Park, Kitulgala, and Adam's Peak are especially popular among tourists.

Ratnapura Municipal Council (RMC) area has been declared as an urban development area by the UDA since 1979. Its Development Plan was gazetted in 2007. Though Sabaragamuwa is a lagging province, Ratnapura is the first order town in the Province and the main regional centre regionally and locally. It is located in the river basin of one of the major rivers in Sri Lanka, Kalu Ganga

which is well known for large deposits of precious stones. A high volume of water comes to the basin from upper catchment area. Therefore, though the town area is affected by the same disasters as Balangoda, the intensity of disasters is much greater in Ratnapura. The major disasters affecting the MC area are floods and landslides whilst the minor disasters are high winds, lightning and droughts. The town was relocated in a less vulnerable area due to frequent flooding. Essential services also were shifted to the new location. However, due to the encroachment and unauthorized constructions on marginal lands and disaster-prone areas, inadequate drainage facilities with missing links, blocking of drainage due to garbage dumping and inadequate maintenance of drainage, the flooding has aggravated further. Collapsing of abandoned gem mines during rainy season which are left open is an added peril in Ratnapura. It has become a root cause of epidemics such as dengue. Landslides due to land clearing for unauthorized constructions on sloped and hilly land are also a common problem in the area. These issues have caused damages to the infrastructure, disruption to livelihoods and at times resulted in loss of lives. The income profile in RMC area spans from the highest levels of gem merchants to the lowest levels of farmers and unskilled labourers. Hence there is a disparity in income distribution and the majority who are in the lower income brackets do not have the ability to face and manage disasters due to poor economic and social empowerment.

However, Ratnapura has already established itself as a tourist destination; it's a popular destination for gem related tourism, for its historical and religious values and for its rich bio-diversity. Also, the city itself is already a major transportation hub which connects number of main access roads leads to other main districts. With these identified characters the city has the potential to rise as an iconic city and is essential to develop a holistic integrated approach to future planning.

1.0 Scope of Work – Public Buildings / Local Authority Facilities: Specific tasks

1.1 General

- (i) The designs shall conform to relevant/ latest applicable National Standards¹, building codes, building regulations and CEA requirements. Wherever such standards are not available, appropriate standards shall be followed in discussion with the PMU. The overall design would cater for a period as defined as per national planning norms.

1.2 Surveys and Investigations:

- (i) Data Collection: Collecting and updating information regarding existing levels of the proposed subproject and ascertain the necessity of the same by carrying out an inventory of existing systems / facilities. All required data shall be collected to design and construct basic utilities such as water supply and sewer pipes, storm water pipes and drains, development of ground water source including rain water harvesting, electrical network with back up supply, fire detection / protection system, incorporating Green Building Concept etc.
- (ii) Topographical Survey: Detailed topographical survey of the site, along with Contour survey at the required contour intervals, as approved by the Client, in and around the subproject site. The local body shall indicate the Project sites and their measurements. The survey shall include all necessary data related to the existing public utility services, lines

¹The consultants shall specify the materials and workmanship based on ICTAD specifications for Construction and Maintenance of buildings, and any other internationally accepted specifications in the event of above specifications being inadequate.

The consultant is required to comply with British Standards / Codes of Practices for the designs or accepted international standards.

The British Standard Codes of Practices will govern the structural designs. In case any other code of practice is used in the design, the designer is required to furnish a comparison between the British Codes provision and the code being used in the design. The British Standards will be treated as the basic minimum required and any other standard is required to be proved higher than the British Code requirements.

The main applicable British Standards that the design has to conform to are listed below for easy reference. However, the design has to conform to all other non-listed British Code of practice that is relevant to the design standards.

- | | | |
|-----|--|--------------------------|
| (a) | Design loads: | |
| | Design loading for buildings | B.S.6399 Part I |
| | Basic data for wind loads | C.P.3 Chapter V – Part 2 |
| | And manual “Design of Building to High Winds – Sri Lanka” | |
| (b) | RCC Structure Design: Structural use of concrete | BS 8110 Parts 1, 2, 3 |
| (c) | Structural Steel Design: Structural use of steel works in Buildings | BS 5950 Part 1 to 9 |
| (d) | Design of Foundations Code of practice for foundations | B.S. 8004 |
| (e) | Code of practice for protection of structures Against water from the ground | B.S. 8102 |
| (f) | Earth retaining structure designs: Code of practice for earth retaining structures | B.S. 8002 |
| (g) | Aqueous liquid retaining structures- Design of concrete structures for retaining Aqueous liquids | B.S. 8007 |
| (h) | Specification for Hot Rolled Steel | B.S. 4443 |
| (i) | Specification for cement | B.S. 12 |

of streets and pavements, building lines, adjoining properties, position of lights, restrictions, basements and boundaries to design the Sewerage and Storm water drain system. The consultant shall be responsible for the survey of the areas and preparation of necessary survey maps.

(iii) *Soil Investigation and Tests*: Soil tests as per relevant National Standards have to be conducted and necessary reports prepared by consultants to arrive at design parameters including safe bearing capacities. Also, conduct soil test, Hydro geological survey and such other tests required to provide essential design data from sub-soil conditions. The Consultant shall interpret the soil investigations report and design the appropriate type of foundation for the Building, in consultation with the Client. The bore holes should normally be taken to a depth as acceptable to national design norms. The subsurface water at each borehole should be sampled and a chemical analysis carried out, to recommend appropriate cement mixture ratios for use in the foundations. Recommendations of a geo technical expert should be furnished in the soil report. It should cover aspects like appropriate soil stabilization measures if required.

1.3 Detailed Design (Architectural and Structural), estimates and Detailed Project Report

- (i) Prepare plans of the buildings with basic approach to effective circulation, activity distribution and interaction and external linkages and impact of existing and / or proposed development on its immediate environs.
- (ii) For the given purpose and functional use of the respective sub-projects, proper design has to be developed. The consultants have freedom to choose the type of sub structure and superstructure, provided National code specifications and standards are met. The drawings and designs shall include a general arrangement drawing and a detailed longitudinal section drawing of all components in size A1 or A2. The level of detailing shall be such so as to enable check of conformance with code provisions, including detailed construction drawings. The responsibility of the preparation and issue of detailed construction drawings is that of the Design and Procurement Consultants and should be included along with the bid documents.
- (iii) Prepare conceptual designs, drawings and model with reference to requirements. Required drawings such as Architectural, structural, service drawings and design calculations for all designs shall be furnished by the consultant to the client for execution of work
- (iv) Prepare detailed structural designs and drawings along with construction drawings with detailed design calculation.
- (v) Prepare Sanitary, Plumbing, drainage, water supply and sewerage system designs and drawings including solid waste management, Electrical, electronic, communication systems and internet system design and as required ventilation and air conditioning

design (VAC) and other mechanical systems, solar water heating system, solar power system.

- (vi) Design for Elevators, Escalators, etc if required.
- (vii) Design for Fire detection, fire protection and Security systems and any disaster management systems as necessary etc.
- (viii) Development works such as external sewer, water supply, drains, and culverts Roads, Street lights, Rainwater harvesting etc. all complete.
- (ix) Use of environmental friendly and energy conservation concepts with minimum or no additional cost.
- (x) Vehicle parking layout for the entire site including site development and other infra structural facilities.
- (xi) Detailed Engineering drawings² for all the designs.
- (xii) Prepare drawings, layout etc., and necessary for submission to statutory bodies for sanction for obtaining approval / Licenses. The client will make necessary applications. The Consultant shall carry out all the works together with the necessary drawings and other particulars for obtaining all statutory approvals from UDA/CEA etc or other agencies. in addition, shall assist the client to get necessary approvals.
- (xiii) The services will include structural, architectural designs of the buildings taking into consideration of Earth Quake Resistance and other Disaster effects, designs of all external and internal services, including air conditioning (HVAC), lifts, escalators, electrical, mechanical, fire-fighting and safety systems, public address system, access control, telephone exchange, communication tower, water supply, furnishing fit out, sewerage disposal, internal roads, arrangements for special security systems, Integrated Building Management System and monitoring of all works during the construction as required.
- (xiv) Based on the surveys and designs evolved by the consultants, within the framework and the requirements of the project, the consultants have to prepare detailed

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Preparation of architectural drawings including plans, cross sections, elevation etc to a scale of 1:100 or 1:50. Preparation of structural design based on appropriate engineering analysis of loads, stresses, deflection and strength of materials, including detailed statistical scheme and calculations.

Preparation of drawings for sanitary installations to a scale of 1:100 or 1:50 and detailed drawings to a larger scale as may be found necessary to enable the construction of the works.

Preparation of drawings of electrical installation as required for lighting and services to a scale 1:100 or 1:50 and detailed drawings to a larger scale as may be found necessary to enable the construction of the works.

Preparation of water supply, sanitary and storm sewer line drawings to a scale 1:100 or 1:50 and detailed drawings to a larger scale as may be found necessary to enable the construction of the works, as well as septic tank details (with calculations), and overhead tank, if required.

specifications, detailed item and quantity schedules. Prepare detailed cost estimates using the latest provincial schedule of rates. Estimate associated costs such as road restoration charges/ shifting of utilities, quality tests, resettlement etc.(as applicable)

- (xv) Prepare and submit complete set of working drawings for all works and details sufficient for proper execution of works during construction. All the drawings and reports, Manuals, to be furnished in both soft and hard copies, duly attested. The Consultant shall be fully responsible for accuracy of all the data, rate analyses for items of work used in the Project preparation, Cost Estimates and design irrespective of the fact whether the same has been examined and approved by the Client or not.
- (xvi) For concepts, plans of the project and preliminary project report covering various aspects of projects such as buildings and fire-fighting, electrical works, air-conditioning works, roads, drainage, water supply, sewerage and pavements etc. shall be prepared by the consultant to suit requirements and meeting statutory/mandatory provisions for the project as a whole and whereas the Architectural consultant shall have meetings with LA / Project to finalize the general as well as specific requirements.
- (xvii) All works shall be done in conformity with relevant National Standards specification, National Building Code, Standard Specification for Roads and Bridges and to the requirements of statutory bodies, local byelaws and accepted Government procedures.
- (xviii) The consultant shall conduct his own studies and prepare estimates based on Provincial schedule of rates. The PMU, PIU as well as the LA concerned shall not be responsible (except as to risks specifically accepted under the conditions of contract) for the validity of the project details and designs and estimates.
- (xix) Prepare a Detailed Project Report incorporating all details of the Project as above.
- (xx) The consultants shall assist the Local Authority in obtaining approval of plans and estimates (approval of Plan and estimates and bid documents) from competent authorities like LA, TEC (Technical Evaluation Committee) etc.

