

Specimen Format (1)

COMPANY PROFILE

1. **Name of the Firm:** BETS Consulting Services Ltd.
2. **Nature of Professional services:** Consultancy in multiple sectors
3. **Address (Full Postal Address) :** House No. 10, Road No. 135, Gulshan-1, Dhaka-1212, Bangladesh; Tel: +8802-222289923; +8802-222289924 Fax: +8802-222289967
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4. **Name of the Managing Director:** Dr Abdus Shabur
Direct land phone: +8802-222261534; +8802-9842870; Mobile: +88-01713010416
5. **Name and position of the Person/Director next to the Managing Director:**
Ishita Kabir; Position: Director, Finance
Direct land phone/ Mob Tel: +8802-222261531; +8802-222261533
6. **Date of Incorporation in the Office of the Registrar of Joint Stock Companies and Firms:** 14-Aug-1979
7. **TIN Number:** 238813160238, **Taxes Circle-155, Taxes Zone-08** [Previous TIN : 2452000609]
8. **Trade License No.:** 03-084824 [Ward No. 19, Issue No. 424, Issue Date 01/08/2018 under Dhaka North City Corporation]
9. **Field of activities :** *(Please see in below pages)*

10. Name of 10 major completed /ongoing projects with following information:

[1]

Name of the project	Management, Design, Monitoring and Supervision of Irrigation Rehabilitation Project
Nature of the project	Irrigation and Water Management
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Reconfirm all project components and to carry out additional surveys and investigations as necessary; • Carry out all sites, soil and other investigations necessary for the project preliminary and detailed design as appropriate; • Prepare detailed designs and associated contract documentation to include Lol, conditions of contract, specifications, design reports, bills of quantities etc. and to assist in preparing documentation for procurement requirements, pre-qualification of contractors, evaluation of bids, recommendation of awards of contracts etc; • Assist prepare detailed cost estimates for each work package; • Prepare detailed implementation schedules covering all stages of the implementation process for each of five district project from field survey and investigations to acceptance of finished work; • Assist PMU and PIUs in the preparation of annual work plan; • Assist the PIUs with supervision of works; • Assist with the procurement of equipment, materials and services procured under ICB or LCB procedures as necessary, including preparation of tender documents, tendering, tender evaluation and contract award; • Assist PMU in the preparation and implementation of potable water supply and sanitation system; • Assist PMU in the preparation of statement of expenditure (SOE) to submit it to ADB; • Set up procedures for management and monitoring of project programs; • Define criteria based on Economic Internal Rate of return (EIRR); consider financial, economic, social and environmental impact assessment and also carry out benefit monitoring and evaluation on the performance of project implementation; • Help PIUs in carrying out survey and assist in determining the existing physical conditions of the rural services in connection with irrigation and water, assess their requirements for upgrading, prepare maps, conduct analysis, prepare standards on the O&M of services and help prepare the priority list for operation and maintenance; • Carry out and conduct initial and final benchmark information survey of the rural services, prepare regular evaluation reports showing insightful analysis and comparison about the performance of the Project; • Assist with contract management and the preparation of the “as rectified” or “as built” drawings; and • Undertake other tasks as assigned by the Executing Agency.
Duration and Date of completion	72 Months; September 2006- February 2011
Name of the Employer	Ministry of Water Resources & Land Reclamation (MWRLR), Tajikistan
Volume of the project	USD 2.596 Million

[2]

Name of the project	Management, Design & Supervision and other related services for “Haor Flood Management and Livelihood Improvement Project (BWDB part)”, funded by JICA
Nature of the project	To reduce the damages from flood, improve access to basic infrastructure and increase agriculture and fishery productivity
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Detailed design • Tender assistance • Construction supervision • Facilitation of implementation of Environmental Management Plan (EMP), Environmental Monitoring Plan (EMoP) and Resettlement Action Plan (RAP) • Facilitation of implementation of Agriculture Promotion Support Sub-project (APSS) and Small-scale Income Generation Sub-project (SIGS) • Technology Transfer
Duration and Date of completion	86 months; April 2015 – August 2022
Name of the Employer	Bangladesh Water Development Board (BWDB)
Volume of the project	BDT 78,11,84,458

[3]

Name of the project	Irrigation Management Improvement Project (IMIP) for Muhuri Irrigation Project (MIP), ADB Loan No. 3135-BAN (SF)
Nature of the project	Irrigation Management Improvement Project
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Activity 1: Establishment of Efficient and sustainable MOM of Level 2 & 3 Infrastructures on rehabilitated areas. • Activity 2: Construction supervision of MIP investment works • Activity 3: Participatory design of the Level 3 distribution systems • Activity 4: Agricultural support services, pilot cost recovery activities and implementation of training and awareness programs
Duration and Date of completion	77 months; February 2016- June 2022
Name of the Employer	Bangladesh Water Development Board (BWDB)
Volume of the project	BDT 405,972,274

[4]

Name of the project	Detailed Design, Bidding Documents and Supervision of Works under Dushanbe Water Supply Project (Phase 1 & 2), IsDB funded
Nature of the project	Water Supply
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Planning and Programming • Reconnaissance Field Survey; Material Study • Preparation of Detailed Design (structural/mechanical/electrical specification & working drawings), which includes • Collection of Data and Analysis • Review of Previous Studies & Reports • Reconstruction of Sedimentation Pond of SAM WTP • Performance Evaluation of Water Treatment Plants • Detailed design, preparation of BOQ, cost estimate, tender documents and construction supervision of SAM Water Treatment Plant of capacity 345 MLD with ancillary works • Design of Wells in NAP Treatment Plant area • Communication and power supply • Design of additional Storage Reservoir and Administrative & Domestic building • Design of access road; Design of Transmission and Collection pipelines • Mechanical Specifications and Detailed Design Drawings; Electrical Specification and Drawing • Automation / Operations and Drawings • Preparation of bill of quantities and list of goods with detailed cost estimates • Preparation of Bidding Documents; Selection of Contractors and Suppliers • Construction Supervision and Preparation of reports
Duration and Date of completion	71 months; January 2007- July 2010 (Phase-1) & June 2011- January 2014 (Phase-2)
Name of the Employer	Dushanbe Water Supply PMU
Volume of the project	USD 1.163 million

[5]

Name of the project	Karnaphuli Water Supply Project- Phase 2 (KWSP2)
Nature of the project	Water Supply
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Detailed Design • Tender Assistance <ul style="list-style-type: none"> - Assistance in Pre-Qualification (PQ) of Bidders undertaking Construction Works - Assistance in the Bidding for Award of Contractor(s) undertaking Construction Works - Assistance in the Bidding for Procurement of Equipment and Materials for Service Connections and Equipment and Vehicles for O&M • Construction Supervision • Safety Measures • Facilitation of implementation of Environmental Management Plan (EMP), and Environmental Monitoring Plan (EMoP)

	<ul style="list-style-type: none"> • Capacity Development for CWASA • Guidance for Public Awareness Campaign
Duration and Date of completion	105 months; November 2013-July 2022
Name of the Employer	Chittagong Water Supply & Sewerage Authority (CWASA)
Volume of the project	JPY-1,956,586,610.00 & BDT-449,671,490.00

[6]

Name of the project	Consultancy services for Contract Management, Reviewing of the Design and Construction Supervision ensuring the Qualitative, Quantitative and Effective works for Padma (Jashaldia) Water Treatment Plant (Phase-1) Project
Nature of the project	Water Supply & Sanitation
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • The functions of the "Consultant" for "Design Review & Construction Supervision" executed under this contract are mutually supportive as required under procurement act of Bangladesh. • To ensure an adequate return on the owner's investment by acting as a technical and project adviser to the Employer and providing management support to the PIU. • To act as the Employer's representative in all dealings with the Contractor. • To ensure that all activities of all parties' related to the project are carried out in compliance with the works contract. • To ensure assistance in all respect so that the work is completed in accordance with the contract. • To review the modules of training to be conducted by the contractor for the DWASA personnel and provide suggestion to modify the same if necessary and ensure the quality of such trainings. • To ensure that technology transfer is done properly to the Dhaka WASA Personnel involved in the project. • To ensure that DWASA personnel are adequately trained by the contractor so that the plant can be operated and maintained by DWASA independently. • Day to day management of the activities related with services provided under this contract. • Recommendation on the CD/VAT amounts on the imported materials/goods after checking all the related papers submitted by the contractor
Duration and Date of completion	50 months; January, 2015 - June, 2020
Name of the Employer	Dhaka Water Supply & Sewerage Authority (DWASA)
Volume of the project	BDT 176,943,000

[7]

Name of the project	Consultancy Services for the project “SASEC Road Connectivity Project II : Improvement of Elenga – Hatikmrul – Rangpur Road to a 4 – Lane Highway.
Nature of the project	Improvement of Elenga-Hatikamrul-Rangpur Road to a 4-Lane Highway.
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Review, and make modification as necessary to the detailed design for the project road already prepared. • Prepare detailed design for the improvement of Hatikamrul Interchange. • Provide construction supervision and quality control of civil construction works, • Maintenance quality checks for project road with regard to the technical, • Contractual and financial aspects of the project implementation, • Road safety, • Quality control, laboratory testing of construction materials, topographic survey and layout setting, • Environmental management, supervision and monitoring of resettlement, • Recording measurement of construction works executed, checking and recommendation for issuing contractors’ payment certificate, • Road Operation Units (ROU) in the field along the sub-regional corridors to practice the life-cycle road operation with special emphasis on road asset management, road safety and overload control. • Assist the RHD to review and finalize the business models (operation plan and staffing plan) of RRTC and ROU developed under Loan 2949-BAN, • Prepare design and bidding documents for office buildings, facilities, and equipment and provide procurement supports, • Assist RHD in establishing the RRTC and ROU, • Develop project management tools for ROU to manage the PBM contracts.
Duration and Date of completion	48 months; November 2018 - October 2022
Name of the Employer	Road and Highway Department (RHD)
Volume of the project	BDT 3,795,286,370.00

[8]

Name of the project	Supervision Consultancy for Construction of Road between Fayzabad – Beharak (44 km) [Fayzabad – Behrak [MPW/870/ADB/QCB] and Preparation of Feasibility Study for Beharak – Eskashem Road (114Km)
Nature of the project	Roads & Highways
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Design review: a) Establish the schedule, methods and procedures for the review of detailed engineering design and construction drawings of the civil works provided by the Employer. (b) Review the detailed design and construction drawings in accordance with the design standards, criteria and conceptual design provided in the Contract. The Consultant was to complete the review within 21 days after submission of the documents to enable finalization and commencement of construction. (c) Ensure that the Technical Specifications in the Bid Documents and the provisions of Afghan Interim Road Standards were duly

	<p>accounted for in the detailed engineering design and construction drawings.</p> <ul style="list-style-type: none"> • Contract Administration: The consultant administered the civil works contracts and ensured that the project highway was constructed in accordance with the provision of the civil works contracts. The consultant nominated an engineer's representative who was a full-time resident in the project area. The consultant was responsible for i) Review and approve contracts proposed personnel for positions nominated in the Contract; ii) Inspect and approve all material sources identified by the Contractor; iii) Review and approve the Contractor's implementation schedule, and supervise the progress of construction works iv) Review, approve and monitor the construction plan, v) Regularly monitor and inspect the contractor's quality control and assurance program, etc. • Actions Requiring Specific Approval of the Employer. The consultant was required to obtain prior approval of the employer in the matters specified in the civil works contracts • Project Performance Monitoring/Benefit Monitoring and Evaluation • Feasibility Study.
Duration and Date of completion	76 months; Mar 2012- July 2018
Name of the Employer	The Ministry of Public Works (MPW) of Islamic Republic of Afghanistan
Volume of the project	USD 4.144 million

[9]

Name of the project	Consultancy Services for GIS (Geographical Information System) Based Distribution Network System and Preparation of a 20 years Master Plan for DPDC”
Nature of the project	GIS & Engineering Analysis
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Pre-Survey of Distribution System, preparation of Line Sketch, Single Line Diagram, up-gradation of Database and Plan for Immediate Renovation and Expansion Works of 11 kV level and below (Feeder wise) • GIS Based Mapping and Engineering Analysis • Develop Enterprise GIS based Web Software application and GIS based Desktop Software functionalities, containing the following module: <ul style="list-style-type: none"> - a) Viewing and search /querying; b) Layer Management; c) User Management; d) Report generation and printing • GIS Survey works • Design & Develop software application (Android OS) for collecting data using Tablet computer (for DPDC Substation Survey, Feeder Survey, Pole Survey, Consumer Survey) • Prepare System specification of hardware & software tools and technology • Preparation of Master Plan • Capacity Building of DPDC Personnel – (i) Local Training (ii) On Job Training (iii) Overseas Training (iv) Pilot project • Support Services
Duration and Date of completion	24 months; January 2017- December 2019
Name of the Employer	Dhaka Power Distribution Company Ltd. (DPDC)
Volume of the project	USD 1,546,231.25

Specimen Format (2)

MAJOR FIELDS OF ACTIVITIES

1.	Architecture	√
2.	Landscape Planning	√
3.	Acoustic Design	
4.	Air-conditioning	
5.	Building Engineering (Civil/structure)	√
6.	Construction supervision	√
7.	Building Electromechanical	√
8.	Soils/Foundation Engineering	√
9.	Materials Engineering	√
10.	Land and Hydrographic Survey	√
11.	Traffic Transportation Studies	√
12.	Roads and Highways Design	√
13.	Bridge Engineering	√
14.	Harbor, Jetty and Marine structure	
15.	River Training	√
16.	Flood control and Drainage	√
17.	Water Resources planning	√
18.	Inland waterways	√
19.	Land use and Urban physical planning	√
20.	Rural Development	√
21.	Agriculture and Aquaculture	√
22.	Water supply and Sanitation	√
23.	Power Generation	
24.	Power Transmission and Distribution	√
25.	Industrial Planning and Installation	
26.	Environment and Health	√
27.	Project Management	√
28.	Human Resources Development	√
29.	Institutional studies	√
30.	Telecommunication	
31.	Computer application and IT	√
32.	Others	√

[10]

Name of the project	Site Supervision Services for the Fael Khair School cum Cyclone Shelters Program for Victims of the Cyclone SIDR (Project BD1-16, Package-2 & 2A) funded by IDB
Nature of the project	Building Engineering
Nature of services performed by the Member-Firms	<ul style="list-style-type: none"> • Review and evaluate the required contract program submitted by the contractor • Monitor and appraise progress of the construction works, maintain day to day project diary • provide advance advice to the Engineer concerning the handing over of proposed shelter sites • Review, evaluate and approve the planned construction methodology submitted by the contractor • Advise on the selection of contractor's equipment • Supervising the contract in setting out of each school-cum-cyclone shelter and associate works • Establish a comprehensive system of maintaining site records including site correspondence, data and records • Assure quality of works during construction • Notice to the contractors of any defects and deficiencies and issue instructions as required • Inspect and evaluate contractors' facilities • Order tests of materials and ensure adherence to specifications and approve the sources of all materials • Review, evaluate and approve the Environmental Management Plan (EMP), Health and Safety Plan prepared by Contractor
Duration and Date of completion	45 months; August 2011- April 2015
Name of the Employer	Islamic Development Bank (IsDB)
Volume of the project	BDT 64,823,535.00