

Terms of Reference (ToR)

i).Executive Summary

The notable activities of the Bangladesh Retired Government Employees Welfare Association Established in 1955 for the welfare of retired government employees include providing financial assistance and health services for the members of the association. Since 1990 the association operating a medical consultancy and Diagnostic Centre at the association's Central Office (Abasar Bhaban), Dhanmondi, Dhaka. Through this medical center, various medical tests and consultations are available, benefiting members who are aged 60 and above. Most members face age-related health issues, particularly kidney-related problems. Many elderly members require kidney dialysis, but due to a lack of proper facilities, retired government employees are facing difficulties.

Therefore, it is necessary to establishing a modern dialysis center at BRGEWA premises with the financial support of **Ministry of Public Administration (MOPA)**. If a dialysis center is set up, it will greatly benefit retired government employees suffering from kidney diseases. Additionally, it is expected that senior citizens will also receive affordable dialysis services at the center.

ii). Background

Chronic Kidney Disease (CKD) is now a serious public health problem in the world. The number of kidney patients is increasing day by day as like as epidemic form. According to the data of the Global Burden of Disease Study (GBDS), 850 million people in the world as such, one in 10 people has been suffering from chronic kidney disease. Seventeen million people die of kidney (4,657.5 everyday). In 1990, kidney disease was the 27th leading cause of death. In 2013, the death rate due to kidney disease came to the 13th position. Currently, it ranks as the sixth deadliest death threat in the world every year. In Bangladesh 10 years ago kidney patients were 16 percent; In 2021, it has increased to about 20 percent, i.e., one in five people. In 2011, the number of diabetes patients was 8 million and in 2018, it increased to 10 million. Similarly, in 2021, the number of patients with high blood pressure was one crore eight million, currently it has increased to two crore fifty lakh. According to the report of the World Health Organization, about 1.5 billion people in the world are suffering from hypertension. About 70 lakh people die every year from this. Now one in every three diabetic patients (30-35%) and one in every 6-7 hypertensive patients (15%) are ultimately diagnosed with CKD in our country. 4 lakh people are newly diagnosed with kidney disease every year. It is alarming to know that today, out of 18 crore people, 2 crore people are suffering from kidney disease in one way or another. Chronic Kidney Disease (CKD) is one type of silent killer disease. Because, 85 percent of kidney patients do not realize that they are suffering from kidney disease before the kidney is damaged. 80 to 90 percent of people in our country are suffering from chronic kidney disease (CKD) mainly due to nephritis, diabetes and high blood pressure. Unfortunately, these three diseases that primarily lead to kidney failure are silent killers in their own right, but they are each other's allies and brothers. Nephritis, diabetes and high blood pressure - the causes of these three diseases are also very similar to the role of secret agent. A study by the Bangladesh Bureau of Statistics found that 40 percent of people do not know they have diabetes. Sixty percent of people do not know that they are suffering from high blood pressure. Only 36 percent of them seek treatment. Only 12 percent of them were able to control their blood pressure. 90 percent of people don't know that they excrete waste in their urine. As a result, they suffer from chronic kidney disease unknowingly. The reserve power of human kidneys is very high. So, even if there is kidney damage, until 50-60 percent of the kidney is destroyed, kidney disease is not detected in the blood test, that is, the serum creatinine level does not increase in

the blood. Even ultrasonography does not detect kidney disease until the serum creatinine level is less than 2 mg/dL. So, CKD is a human silent killer disease that is worse than cancer. Because many cancers are curable with timely treatment, CKD begins very silently and the last resort is dialysis or kidney transplantation and then the final outcome is death. A statistic shows that one in seven people in Bangladesh is a kidney patient. But there is one specialist doctor for every 25-lakh people. In Bangladesh, 40,000 die every year due to dialysis-related kidney complications. In Bangladesh, 110 people die every day and 4 people die every hour from dialysis-related kidney complications. In Bangladesh, only ten percent dialysis eligible patients can undergo dialysis at their own expense. 75 percent of people stop dialysis within six months due to lack of money. Dialysis is a very expensive lifelong medical procedure that requires a patient to spend at least TK.40-50 thousand per month. It will be the time-honored decision if we can able to establish a low-cost dialysis center. In the light of above context, we are in a strong position to establish a model dialysis center at Abasar bhaban.

iii). Current Scenario

- Increasing prevalence of CKD due to lifestyle diseases, hypertension, and diabetes.
- Limited access to affordable and quality dialysis services, especially in underserved areas.

iv). Need for the Project

- Address the healthcare gap for renal care.
- Reduce patient mortality by offering timely and effective treatment.

Chronic Kidney Disease (CKD) affects millions globally, with many patients requiring regular dialysis. In developing regions, access to these life-saving treatments is limited due to high costs and inadequate healthcare infrastructure. The proposed Dialysis Centre initiative will be seeking to bridge this gap by offering affordable cost with high-quality kidney care.

v). Dialysis Centre Location

The center will be located the capital city of Bangladesh addressing **Abasar Bhaban**, house no: 75/A, Road: 5/A, Dhanmondi, Dhaka-1209. This proposed dialysis center (**BRGEWA**) will be located at 3rd floor approximate volume of this dialysis unit 5000 Sft.

vi). Objectives:

Primary Objective and Goal

- To providing affordable and safe kidney dialysis services for retired Government employees and senior citizens.

Secondary Objectives

- Establish a fully Modern equipped dialysis center.
- Increase awareness of kidney health and disease prevention.
- Offering educational programs for patients and healthcare professionals.
- Conduct research on kidney diseases to improve treatment protocols.
- Provide affordable dialysis services to low-income patients.
- Raise awareness about CKD prevention and management.
- Providing medicine facilities.

vii). Major Output of This Program:

Establishing a proposed 12-bed dialysis unit dedicated to old age and senior citizens is a significant step toward improving healthcare and quality for one of the most vulnerable groups in society. By addressing the specific needs of aging individuals with chronic kidney disease, the unit will be enhancing their quality of life. Senior citizens will receive timely and specialized treatment in a comfortable and supportive environment. With a well-equipped infrastructure, trained professionals, and a patient-centric approach, the dialysis unit serves as a model of excellence in geriatric healthcare. This initiative underscores the importance of prioritizing the health. The dialysis unit will be dedicated to serving elderly patients and represents a significant step forward in addressing the unique healthcare needs of this vulnerable population. As the prevalence of chronic kidney disease continues to rise with age, providing high-quality, and patient-centered dialysis services becomes increasingly crucial. This facility will offer life-sustaining treatment and create a holistic care environment tailored to the physical, emotional, and social needs of older age. By integrating advanced medical technologies with compassionate care, the center aims to enhance the quality of life for elderly patients, reduce hospital admissions, and ensure better health outcomes. The specialized focus on the elderly ensures that age-related challenges, such as mobility issues and nutritional needs, are effectively addressed. With a robust Monitoring and Evaluation plan in place, the center will continually assess its performance, uphold the highest standards of care, and adapt to the evolving needs of its patients. By addressing their unique medical needs with specialized equipment, personalized care plans, and a supportive environment, the unit ensures a better quality of life and dignity for elderly patients requiring renal care. With a focus on comfort, convenience, and professionalism, the dialysis unit will stand as a testament to prioritizing the health and well-being of senior citizens.

1. **Source of fund** : BRGEWA own fund.
2. **Location of the Service** : **Abasar Bhaban**, Dhanmondi, Dhaka-1209.
3. **Scope of Consulting firm:**
 - a. **To prepare master plan:**
To prepare a master plan with 3D view of Proposed Modern 12 Bedded Dialysis Unit Setup at BRGEWA Medical Consultancy and Diagnostic Center, Abasar Bhaban, Dhaka by approving the BRGEWA Authority.
 - b. **To prepare detail design and estimate:**
To prepared Detail Design according to Bangladesh National Building Code (BNBC-2020) and detail Item wise estimate according to PWD or LGED (Latest Edition) rate Schedule.
 - c. **To prepare tender document and detail specification:**
Prepare and submit Tender document according to PPR latest edition and submit detail engineering drawing.
 - d. **To Supervise the construction, prepare and submit report:**
Top Supervision of all construction according to design and drawing and submit weekly, monthly and other required report to project authority.

❖ Details description of assignment of the firm:

The work of the consulting firm is to provide consultancy services for preparing master plan, detail design, drawing, preparation of tender document, top supervision work for construction of Proposed **Establishment of Modern 12-Bedded Dialysis Center Setup** and related Civil, Electro-Medical, plumbing, sanitary work, area lighting with solar panel, fire protection arrangement, landscaping and ancillary works, also with providing related report to BRGEWA Authority. The services are following but not limited to:

- a. Preparation of detail Master plan, Demolition Plan and Layout plan with 3D view: Preliminary architectural conceptual drawing i.e., floor plan, elevation, section, perspective view for the proposed Dialysis Unit Setup with necessary arrangement of environmental and structural safety.
- b. After approval of preliminary architectural drawing from the **BRGEWA Authority**, consultant will prepare detail/final master plan, architectural & structural drawing which includes floor plan, elevation, section, perspective view etc.
- c. Structural drawing & design should have the detail calculation including electrical, plumbing and sanitary drawings with proper safety consideration and maintain building code of BNBC-2020 & Building construction rules.
- d. Preparation of detail working drawings with Medical Equipment's system including provision of modern facilities.
- e. Preparation of complete master plan & detail drawing with 3D view of proposed project area/compounds showing **Dialysis Bed and Machine Setup, ICU Setup, Doctor's Room, Nurse Station, Reception, Store Room Store, Auto Clave Room, RO System, Oxygen Plant, ETP Setup** as required and detail working drawing and detailed estimates of the same.
- f. The consulting firm will be responsible for detail architectural & Structural design-drawing to follow the BNBC-2020 code for earthquake and natural calamity resistance and environmental safety.
- g. Supply 5 set of drawing & design & others all documents.
- h. The consulting firm will prepare and submit detail estimate of individual structure & objects and also total estimate of the project according to latest PWD or LGED rate schedule.
- i. The Consulting firm will prepare and submit all tender document with specification according to latest Public procurement Rules (PPR) and act of Bangladesh government.
- j. The Consulting firm will top supervise to all construction according to design and drawing.
- k. The Consulting firm will submit monthly and time to time report to different stage of construction to the project authority according to project office demand.

The Consulting Services by the firm for the above project shall be carried out, but not limited to, in accordance with the following major scope of works:

Architectural Part:	Electrical, electronic and mechanical design & drawing
• 3D Master Plan (computer generated) with 05pc hard copy	• Electrical fan, Ac, light layout plan of Dialysis Floor.
• Site plan with surrounding floor details	• Electrical outlet, 3pin, 2 pin Multi socket layout plan.
• Layout plan of Dialysis bed and Machine Setup.	• Telephone, intercom, TV & internet connection plan of different structure.
• Architectural Design & Details drawing:	• Generator load calculation report.
• Architectural floor furniture of Dialysis Unit.	• Electrical load calculation report.
• Architectural door & window plan (all floor) of different structure.	• Details of Area lighting details with plan, elevation & Section with necessary solar arrangement.
• Floor finish plan of different structure.	• MDB, SDB Schedule.
• Toilets details of different structure.	• Single Line Diagram Plan.
• Kitchen details.	• Earthing and Lightning Protection Plan.
• Drain layout with details	• Conduit & Cable Routing Plan.
• Detail section and elevation plan	• HVAC System

Top supervision and checking as required & demand of Project authority during construction period on different stage wise like as Layout, Machine Setup, Testing and Commissioning. Also Civil, Electrical, Mechanical, Sanitary, water supply works & others.

After work completion of the work four set of Civil, structural, plumbing, sanitary, fire and others related as built drawing should be handover to Project authority.

Task A : Services for Pre-construction Stage

Preparing master plan: Prepare a detail and effective master plan for a modern Dialysis Unit Setup with necessary arrangement of as per requirement of project authority with its 3D view (including 3D presentation) in Abasar Bhaban at Dhanmondi, Dhaka-1209 which approved by the BRGEWA authority.

- **Structural Part:**
Structural design & details drawing with available data gathered by land survey and soil investigation report and others data:
 - a. Details Technical Assessment (DEA)
 - b. RO System Details Design.
 - c. ETP System Details Design.
 - d. Oxygen Plant Details Design.
 - e. Others related design.
- **Prepare Program estimate and tender documents:**
 - a. Prepare details estimate with specification according to latest PWD or LGED rate schedule & as necessary others concern department's rate schedule. The estimate will be details and for every section & sub-section and also for hole project according to drawing & design. Prepared estimate will be realistic. As necessity will be discussing with concern approval authority. Environmental & social safe guard costing should add in estimate.
 - b. Prepare BOQ of project as per estimate.
 - c. Prepare standard tender documents of program according to PPR latest edition.

Task B: Services for Construction Stage

Top supervision and checking as required & demand of Project authority during construction period on different sector & stage wise like as Layout, civil, electrical, mechanical, electro-medical sanitary, water supply works & others. Time to time progress report and report on demand of project authority and others concern government authority will be prepared.

Task C: Services for Post-Construction Stage

The Consultant shall inspect, advice and assist BRGEWA to issue work completion report to the Contractor (s) for effective and efficient completion of the Project and preparation of all reports including Project Completion Reports.

-Any other works (if required) for effective and efficient completion of the Project.

❖ Detail work will be done according to the following schedule:

Preparation of master plan:

- ❖ Preparation and submission of the final detail master plan and architectural drawing along with 3D views (duly accepted by the project authority) by Team leader within one month with the help of 15 days effort of Team leader, Architect and Drafts man.

Design and drawing preparation:

- ❖ Preparation and submission of the draft detail design-drawing of Dialysis Floor and others electro mechanical, Sanitary and plumbing works of the structures duly accepted by the client by One month effort of Team leader, Architect, Drafts man, 7 days effort of Electrical engineer and sanitary & plumbing expert.

Preparation of Estimate and Tender document:

- ❖ Preparation and submission of all kinds final design-drawing along with soft copies of all the deliverables detailed revised estimate and final BOQ for all type of works duly accepted by the client by 15 days effort of Team leader, Architect, Drafts man, 7 days effort of Electrical engineer, sanitary and plumbing expert.

Construction management, monitoring and Supervision:

- ❖ Construction management, monitoring and Supervision from construction period to Completion of construction of package-1 i.e., construction of Proposed Modern **12 Bedded Dialysis Unit Setup** and related other ancillary work will be completed by 15 days effort of Team leader, Architect, Drafts man, ¼ month effort of Electrical engineer and sanitary and plumbing expert.

Phase of Service provide by the consultant and its key personnel:

S/I no.	Category of Person/Experts	No of Person	Nationality	Man-Month
01.	Team Leader (Structural Engineer Expert)	01	Bangladeshi	03
02.	Medical professionals (Doctor/Biomedical Engineer)	01	Bangladeshi	04
03.	Architect	01	Bangladeshi	02
04.	Electrical Engineer	01	Bangladeshi	01
05.	Sanitary and plumbing Engineer	01	Bangladeshi	01
06.	Drafts Man	01	Bangladeshi	03
07.	Site Engineer (Jr. Architect/ biomedical engineer)	01	Bangladeshi	06
08.	Site Engineer (Civil)	01	Bangladeshi	06
Total				26

Rate should be given including IT, VAT all communication expense like as papers and stationary cost, site visiting, consult with Project authority and other departments, attending on orientation etc.

❖ Qualification of Consulting Firm:

- A. The Interested national Hospital or Medical Based Consulting Firm must prove that they have solid technical background and operational strength to undertake and take this work forward without any hindrances. Consulting Firm must also have adequate technical ability, resources, human resources and processes. Consulting Firms from all over Bangladesh eligible to submit EOI. The firm must have following minimum eligible criteria:
- i. The interested consulting firm shall have a general experience of Consultancy in the related field within the last 10(Ten) years, i.e. the Firm shall have a general experience of consultancy services such as Civil, Architectural & structural design-drawing, Preparing master plan, preparing tender document, report presentation, estimation, project management, Government procurement assistance, engineering and supervision of constructions and preparing report for the construction of civil structure i.e. building, road, culvert etc. within last 10(ten) years.
 - ii. The consulting firm shall have proven experience of Consultancy of at least one successfully completion of construction project which include of a minimum have 05 years experience Hospital establishment project. and successfully setup at least 3 Dialysis center or healthcare setup in Govt. / Autonomous/Semi-autonomous/ Private organization., drawing, tender document and top

supervision of construction work of any govt./semi govt. or autonomous body or multinational company in Bangladesh within the last 10(ten) years.

N.B. Years shall be counting backward from the date of closing the EOI. The interested firm shall submit all experienced certificate, key position, logistic support list with quotation schedule.

B. The consultancy services to be provided by the firm shall include the following expertise:

S/I no.	Category of Person/Experts	No of Person	Nationality	Man-Month
01.	Team Leader (Structural Engineer Expert)	01	Bangladeshi	03
02.	Medical professionals (Doctor/Biomedical Engineer)	01	Bangladeshi	04
03.	Architect	01	Bangladeshi	02
04.	Electrical Engineer	01	Bangladeshi	01
05.	Sanitary and plumbing Engineer	01	Bangladeshi	01
06.	Drafts Man	01	Bangladeshi	03
07.	Site Engineer (Jr. Architect/ biomedical engineer)	01	Bangladeshi	06
08.	Site Engineer (Civil)	01	Bangladeshi	06
Total				26

❖ Qualification of Key Personnel:

1. Team Leader (Structural Engineer Expert)

Position Requirements

- A qualified civil/structural engineer having minimum B.Sc. in related engineering field from a reputed university with membership of institution of Engineers, Bangladesh (IEB). Vast Knowledge and experienced in design and supervision of civil structure like Building, roads, pipe yard, electrification and others related work.
- Experienced in design and construction of different civil structure, Electro Medical Design in government or autonomous or semi government sector in Bangladesh.
- At least 10 years of experience in planning, design, supervision and maintenance of Medical Sector, Hospital Construction, Infrastructure and others civil related structure as a Project manager/Team leader/Project coordinator.
- Having experience as a Project manager/Team leader/Project coordinator of Hospital Construction and Dialysis Center project etc., will be preferred.

Job Description & Responsibilities

Working closely in collaboration with and reporting to the Project authority. Team Leader will be responsible for the overall management, coordination and reporting of the consulting services, for the efficient and effective delivery of the services to meet the defined objectives, and for liaison with Project authority for Project matters. Team Leader will also be expected to apply significant experience to guiding and supporting all technical and social aspects of the consultant assistance. Specifically Team Leader will:

- 1) Leading, coordinating & managing the technical, managerial activities of the team.
- 2) Provide overall management and supervision of the consultant staff, quality assurance of all consultant outputs and coordinate closely with Project authority, advice and support them on all aspects of the implementation.
- 3) Provide Project authority to ensure that all requirements related to the implementation to be effectively met.
- 4) Provide Project authority in Project reporting to The BRGEWA Authority and be directly responsible for reporting on the progress of the consulting services regarding project activities.

- 5) Generally, support Project authority in achieving the project objectives, including problem-solving and responding to unexpected events or developments that may impact on project implementation.
- 6) Provide Project authority in planning, preparation and implementation of all Project works, assist to tendering, and procurement of Dialysis Center establishment program of BRGEWA.
- 7) The team leader will fully liable for design, estimate, preparation of tender document and construction monitoring of every structure as well as whole project.
- 8) Any other jobs related with Program assigned by Authority.

2. Architect

Position Requirements

- Graduation in Architect or Equivalent from any affiliated institution.
- Minimum 05 years of working experience in Architectural work for construction of Medical/Hospital building, Electro Medical Design and other's civil structure.
- Having experience in architectural work of RCC building, ETP, WTP, RO etc. will be preferred.

Job Description & Responsibilities

- Under the direction of the Team Leader and in collaboration with other members of the consultant team will support to the authority in design, tendering and construction as architect.
- Support Project authority in the preparation, supervision, progress monitoring of the program, reporting of the project progress and the solution of issue. Specifically, the design and construction stage.
- Assist Team Leader of the consultant team in carrying out their assigned activities.
- Assist Project authority in design and implementation of all Project works.
- Any other jobs assigned by team leader and or Project authority.

3. Electrical engineer

Position Requirements

- Graduation in Electrical & Electronics Engineering or Equivalent from any affiliated institution.
- Minimum 05 years of working experience in design, estimation, construction and monitoring works of building and its electrical wiring, substation set-up, generator works, roads and area lighting etc.
- Having experience in electrical works of medical setup, Dialysis Center Establishment etc. will be preferred.

Job Description & Responsibilities

- Under the direction of the Team Leader and in collaboration with other members of the consultant team, support Project authority in design, tendering and construction as an electrical Engineer.
- Support Project authority in the preparation, supervision, progress monitoring of the project, reporting of the project progress and the solution of issue. Specifically, the design and construction stage.
- Assist Team Leader of the consultant team in carrying out their assigned activities.
- Assist Project authority in design and implementation of all Project works.
- Any other jobs assigned by team leader and or Project authority.

4. Sanitary and plumbing expert.

Position Requirements

- BSc or Diploma in civil Engineering degree or Equivalent from any affiliated institution.
- Minimum 05 years of working experience in sanitary and plumbing work for construction of building, roads and other's civil structure.

Job Description & Responsibilities

- Under the direction of the Team Leader and in collaboration with other members of the consultant team, support Project authority in design, tendering and construction as a sanitary and plumbing expert.
- Support Project authority to provide any kinds project related plumbing and sanitary works in the design, supervision, progress monitoring of the Dialysis Center Establishment program, reporting of the project progress and the solution of issue. Specifically, the design and construction stage.
- Assist Team Leader of the consultant team in carrying out their assigned activities.
- Assist Project authority in design and implementation of all Project works.
- Any other jobs assigned by team leader and or Project authority.

5. Drafts Man

Position Requirements

- BSc or Diploma in civil Engineering degree or minimum 2(Two) years Draftsmanship degree and or a relevant qualification.
- Minimum 05 years of working experience in Draftsmanship work for construction of building, roads and others civil structure.
- Having experience in excellent drawing and good oral communication will be preferred.

Job Description & Responsibilities

- Under the direction of the Team Leader and in collaboration with other members of the consultant team, support Project authority in design, tendering and construction as a Drafts Man.
- Support Project authority to provide any kinds project related drawing and sketch in the design, supervision, progress monitoring of the project, reporting of the project progress and the solution of issue. Specifically, the design and construction stage.
- Assist Team Leader of the consultant team in carrying out their assigned activities.
- Assist Project authority in design and implementation of all Project works.
- Any other jobs assigned by team leader and or Project authority.

c. Other's requirements of the firm:

The interested consulting firms are requested to submit the following supporting document against the above-mentioned criteria:

- Application for Expression of Interest;
- The Consulting firm shall have registration with appropriate government authority along with up to date and valid BIN and TIN.
- Brochures of the Firms containing relevant experience, staffing & logistic facilities and areas of expertise, etc. Information in sufficient detail including description of experience with related documents in similar assignments, summaries of firms technical and managerial capabilities, availability of appropriate skills among key staffs with short biographies, availability of resources etc.
- Valid Trade license of the firm.
- Constitutional documents of the Firm.
- Bank Solvency Certificate along with Bank statement from last 03 (Three) month
- A list of Key professionals and Experience in similar working conditions should be submitted along with signed CV (including photograph).
- The Consulting firm shall have minimum annual turnover of Tk 30,00,000 (Thirty lakh) during the last 03(Three) years.
- Similar service experience record list (including employer name, location of the service, scope of service, contract value, date of commencement, date of completion (along with award of contract and completion certificate) etc.

❖ **The EOIs would be reviewed on the basis of the following:**

- Experience of the firm in similar works.
- Professional Strength (Staffing & Logistic) of the firm.
- Financial Soundness of the firm.

Association with another firm is not allowed. The interested firm (s) who has records of litigation and delaying the works strongly discouraged to apply for the Expression of Interest. The Client will conduct the short-listing of interested consultant firms for the above-mentioned consultancy services. Request for Proposal (RFP) documents and relevant papers will be issued to the shortlisted firms only.

The interested Consulting Firm should sign and stamp the all pages of TOR and submit the same along with EOI. The EOI shall be submitted in two set (one original & another copy) on or before specific date and time to the office of Administrator, **Bangladesh Retired Government Employees Welfare Association House: 75/A, Road: 5/A, Dhanmondi, Dhaka-1209**. The EOI shall be submitted in sealed envelope and clearly marked with named of the assignment to the office of inviting officials.

Any submission received after the submission date & time will not be accepted. This EOI would be processed following PPR-2025 in Bangladesh.

❖ **REPORTS & DOCUMENTS:**

The consultant shall prepare and submit to BRGEWA Authority the following documents reports. All reports and documents shall be 01 original with signature of team leader and 01 copies and softcopy in format of PDF in English. Timing of submission will be decided and notified to the Consultant by the Client reasonably.

Reporting deliverable list is given below:

Sl. no.	Type of Report	Total Quantity	Paper Size	Submission Time
1	Inception: The consultant shall submit inception report including related information to the authority.	2	A4 and soft copy	15 days after the effectiveness of contract
2	Architectural: The consultant shall submit architectural design and drawings of related structure.	2	A4/A3 and soft copy	30 days after the effectiveness of contract
3	Survey Reports: The consultant shall submit survey report, as necessary.	2	A4 and soft copy	30 days after the effectiveness of contract
4	Engineering Design: The consultant shall submit Engineering design drawings i.e., Architectural and Structural design and drawing for Modern Dialysis Unit Setup including ICU setup, ETP, Water and Sanitation, Oxygen plant, RO and others system.	2	A4 and soft copy	30 days after the effectiveness of contract

5	Submission BOQ and Cost Estimation: The consultant shall submit necessary estimated cost and BOQ for related components of structures.	2	A4 and soft copy	60 days after the effectiveness of contract
6	Submission Draft Bidding Documents: The consultant shall complete submitting draft bidding documents comprising related working designs & drawings, technical specifications, BOQ as outlined in the TOR.	2	A4 and soft copy	90 days after the effectiveness of contract
7	Final Bidding Documents: The consultant shall complete and submitting final bidding documents along with technical specifications/BOQ as appropriate for all the aspects necessary as mentioned in this TOR.	5	A4 and soft copy	120 days after the effectiveness of contract