

Government of the People's Republic of Bangladesh
WTO Cell, Ministry of Commerce
Bangladesh Regional Connectivity Project-1
Level-12 (West side), Probashi Kollayan Bhaban,
Eskaton Garden, Dhaka-1000

Memo No: 26.00.0000.066.07.026.20-289

Date: 03/09/2020

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING FIRM)

Name of the Service: **Consultancy/Research firm for conducting 03 studies suggested by NTTFC in FY 2020-21**
Name of the Project: Bangladesh Regional Connectivity Project 1, Ministry of Commerce
Credit No.: 60020; Project ID No.: 154580
Reference number: BRCP/MOC/SD-07

The Government of the People's Republic of Bangladesh has received financing in the amount of US\$ 150 equivalent from the World Bank toward the cost of the Bangladesh Regional Connectivity Project-1, and it intends to apply part of the proceeds to payments for consulting services to be procured under this project. The development objective of the project is to improve conditions for trade through improving connectivity, reducing logistics bottlenecks and supporting the adoption of modern approaches to border management and trade facilitation.

As per decision of meeting of the Inter-ministerial National Trade and Transport Facilitation Committee (NTTFC) the project will conduct the following three studies in 2020-21 fiscal year that are critical for export promotion and trade facilitation. These studies aim to develop in-depth understanding about three relevant areas of trade facilitation and are directly linked with the activities of three implementing agencies of the BRCP-1 umbrella project.

- Study 1: Comparative analysis of trade policies of Bangladesh and its competing countries, particularly India, Vietnam, Sri Lanka, Cambodia, China and Indonesia.
- Study 2: Identification of potential countries for signing free trade agreements.
- Study 3: Review and Reforming The Bangladesh Land Port Authority Act 2001.

The Project Implementation Unit BRCP-1-MOC on behalf of the Ministry of Commerce invites eligible consultants to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services (brochures, general qualifications, description of similar assignments, general experience in similar conditions, financial capability, number of key staff and **so forth as per TOR**). Consultants may associate to enhance their qualifications. Details of the qualification requirements and responsibilities are available in TOR.

The attention of interested Consultants is drawn to paragraphs 3.14 to 3.18 of the World Bank Group's Procurement Regulations for IPF Borrowers, Procurement in Investment Project Financing, Goods, Works, Non-Consulting and Consulting Services, July 2016 ("Procurement Regulations"), setting forth the World Bank Group's policy on conflict of interest. A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procurement Regulations.

Terms of Reference (TOR) will be available in the office of the undersigned and also at www.mincom.gov.bd and <http://brcp-1.gov.bd/>. Further information can be obtained at the address below during office hours (i.e. 09.00 to 17.00 hours). Expressions of interest must be delivered in a written form 2 (two) copies (One original and one copy) and one soft copy (in MS word) in sealed envelope to the address below (in person, or by mail) **by 12.30 PM on September 27, 2020**.

The authority reserves the right to accept or reject any or all EOIs without assigning any reason, whatsoever.

Md. Mijanur Rahman 3.9.20

Md. Mijanur Rahman
Project Director (Joint Secretary)
Phone: +8802- 55138022
E-mail: pdbrcp1moc@gmail.com

Government of People's Republic of Bangladesh
Ministry of Commerce
Office of the Project Director
Bangladesh Regional Connectivity Project-1
Level-12 (West side), Probashi Kollayn Bhaban, 71-72 Old Elephant Road,
Eskaton Garden, Dhaka-1000

Memo No. 26.00.0000.066.07.026.20-289

Date: 03/09/2020

Request for Expressions of Interest (REOI) for Consultancy/Research firm for conducting 03 studies suggested by NTTFC in FY 2020-21

General Information		
1.	Ministry/ Division	Ministry of Commerce
2.	Agency	WTO Cell, Ministry of Commerce
3.	Name of Procuring Entity	Project Director, Bangladesh Regional Connectivity Project-1
4.	Procuring Entity District	Dhaka
5.	Expression of interest for	Consultancy/Research firm for conducting 03 studies suggested by NTTFC in FY 2020-21
6.	EOI Ref No.	26.00.0000.066.07.026.20-289 (BRCP/MOC/SD-07)
7.	Date (dd/mm/yyyy)	03/09/2020
Key Information		
8.	Procurement Sub-method	Quality and Cost Based Selection (QCBS)
Funding Information		
10.	Budget and Source of Funds	Development Budget and RPA
11.	Development Partners	IDA
Particular Information		
12.	Project/ Programme Code	2230029
13.	Project/ Programme Name	Bangladesh Regional Connectivity Project-1
14.	EOI Closing Date and Time	27/09/2020 up to 12.30 PM
Information for Applicants		
15.	Brief Description of the Assignment	The project will conduct the following three studies in 2020-21 fiscal year that are critical for export promotion and trade facilitation: <ul style="list-style-type: none"> • Study 1: Comparative analysis of trade policies of Bangladesh and its competing countries, particularly India, Vietnam, Sri Lanka, Cambodia, China and Indonesia. • Study 2: Identification of potential countries for signing free trade agreements • Study 3: Review and Reforming The Bangladesh Land Port Authority Act 2001.
16.	Experience, Resource & Delivery Capacity Required	The interested consulting firm should provide evidence of the following in their applications: <ul style="list-style-type: none"> • The Consulting firm shall have the legal capacity to enter into the contract; • The firm should have at least 07 years of general experience in providing consulting services out of which at least 03 years of experience in national and international trade related research or studies for public sector; • The firm should have successfully completed at least one service contract related to national and international trade within last 10 years; • The firm should have experience in working with development partner's funded projects • The required average annual turnover of the consulting firm shall be at least Tk. 01 (One) crore in last three years; • A capacity statement on available training facilities, IT equipment, logistics support, transport and office space; • Undertaking that the firm has not been blacklisted or debarred by any Government Organization or by IDA; • List of key professional staff including proposed core team for the assignment, showing qualification and experience including the projects/assignment on which they have worked, their role in the assignment/project and duration of their engagement with the assignment/project. • Required Documents: The company must submit the following documents:

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		Company Registration, Up to date Tax payment certification and VAT registration certificate; Audited Financial statement (last 03 Years); Company Brochure.
17.	Other Details	Expected term of contract is 06 months. The expected date of commencement is 1st December, 2020 and completion 31 May, 2021. The consulting firm shall submit 2 (two) copies of Expression of Interest (EOI) (One original and one copy) and one soft copy (in MS word) in sealed envelope; clearly marked "EOI for Consultancy/Research firm for conducting 03 studies suggested by NTTFC in FY 2020-21 " to the Project Director (Joint Secretary), Bangladesh Regional Connectivity Project-1, Level-12 (West side), Probashi Kollayn Bhaban, 71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000 on or before 27/09/2020 up to 12.30 pm . Terms of Reference (TOR) will be available in the office of the undersigned and also at www.mincom.gov.bd and http://brcp-1.gov.bd/ .
18.	Association with foreign firms	N/A
Procuring Entity Details		
19.	Name of the Official Inviting EOI	Md. Mijanur Rahman
20.	Designation of the Official Inviting EOI	Project Director (Joint Secretary)
21.	Address of the Official Inviting EOI	Bangladesh Regional Connectivity Project-1, Level-12 (West side), Probashi Kollayn Bhaban, 71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000
22.	Contact Details of the Official Inviting EOI	Tel. No.: +02-55138022; e-mail: pdbrcp1moc@gmail.com
23.	The Procuring Entity reserves the right to accept or reject any/ all EOI's without showing reason whatsoever.	

Md. Mijanur Rahman 3.9.20

(Md. Mijanur Rahman)
Project Director (Joint Secretary)
Bangladesh Regional Connectivity Project-1,

Distribution (Not according to seniority):

1. Director General, WTO Cell, Ministry of Commerce, Bangladesh Secretariat, Dhaka-1000 (For kind information and request for wide circulation).
2. Director General, CPTU, IME Division, Ministry of Planning, Sher-e-Banglanagar, Dhaka-1207 (for posting in the website).
3. Assistant Programmer (ICT Cell), Ministry of Commerce (for posting in the website).
4. Data Management Consultant, Bangladesh Regional Connectivity Project-1 (for posting in the website).
5. Notice Board.

Terms of Reference

Consultancy/Research firm for conducting 03 studies suggested by NTTFC in FY 2020-21.

Background

The Government of the People's Republic of Bangladesh has received an SDR 150 million Credit from the International Development Association (IDA) - a member of the World Bank Group - for financing the cost of the Bangladesh Regional Connectivity Project I (BRCP-I), being jointly implemented by the Bangladesh Land Port Authority (BLPA), National Board of Revenue (NBR) and Ministry of Commerce. The second component of this umbrella project is being implemented by the Ministry of Commerce as a separate technical assistance project. The overall objective of this technical assistance project is to strengthen trade related institutional capacity in order to ensure active and sustainable cooperation between multiple trade-related stakeholders and economic empowerment of women traders. This technical assistance project consists of following three (3) components:

- Component A: Develop (pilot) programs to support female traders and entrepreneurs. This component will pilot activities to help address barriers to women becoming more integrated into regional and global supply chains and trading opportunities.
- Component B: Capacity Development Support for the National Trade and Transport Facilitation Committee. The inter-ministerial National Trade and Transport Facilitation Committee (NTTFC) has been set up to coordinate all trade and transport-related policies and activities in Bangladesh, and will also serve as the Advisory Committee for the Project.
- Component C: Improvements to Bangladesh Trade Portal and to set up a National Enquiry Point for Trade. The Bangladesh Trade Portal (BTP) was launched in March 2016. This component will support further up gradation of the BTP to expand its functionality to include information of relevance to potential Bangladesh exporters and to ensure that content is kept up to date. This component will also set up the National Enquiry Point for Trade, which will help Bangladesh to meet a key requirement of WTO Trade Facilitation Agreement.

The Ministry of Commerce intends to apply part of the IDA Credit for procuring consultancy services from qualified research/consultancy firms or institutions/individuals to conduct three studies selected from the list of studies identified under NTTFC activities of the project (Component B). These studies aim to develop in-depth understanding about three relevant areas of trade facilitation and are directly linked with the activities of three implementing agencies of the BRCP-I umbrella project.

2. Scope of Consultancy Services:

The project will conduct the following three studies in 2020-21 fiscal year that are critical for export promotion and trade facilitation:

- Study 1: Comparative analysis of trade policies of Bangladesh and its competing countries, particularly India, Vietnam, Sri Lanka, Cambodia, China and Indonesia.
- Study 2: Identification of potential countries for signing free trade agreements
- Study 3: Review and Reforming The Bangladesh Land Port Authority Act 2001.

These studies will be conducted under a single package to explore best output from the study.

The detail scope of the proposed studies is given below:

- **Study 1: Comparative analysis of trade policies of Bangladesh and its competing countries, particularly India, Vietnam, Sri Lanka, Cambodia, China and Indonesia**

Bangladesh attaches great importance to trade as an engine of growth. Importance of trade in its economy is progressively increasing and trade has been directly contributing to over-all development of the country. Trade is not only increasing business activities, it is also :



- generating employment opportunities for millions
- attracting foreign investment
- creating opportunities for international exposures of our businessmen and entrepreneurs

In the past, Bangladesh needed to adopt a controlled trade regime particularly for scarcity of foreign currency. Afterwards, Government started liberalizing its economy as well as trading system keeping consistency with the global system under GATT. Given highest priority to trade, Government facilitates exports and at the same time encourages uninterrupted imports of food & essential items, raw materials and capital machineries. A number of short, medium and long-term policies, rules, regulations, acts and orders are in operation in Bangladesh to regulate the country's international trade. In general, different trade related activities have been carried out under the common understanding between different ministries and departments as per rules and regulations. Besides, a number of bilateral, regional and international agreements, standards and norms regulate the legal and policy regime in relation to the country's cross-border trade management, promotions and services.

In the recent period, Bangladesh is commended for implementing several national policies, including Vision 2021 and 2041, the National Industrial Policy 2016, the Export Policy 2018-21, and for its efforts in areas of regulatory reform, taxation and improving its business environment, including the One-Stop Shop Act, 2018 (OSS) and promoting trade facilitation. However, in order to keep the growth momentum and address post-LDC graduation challenges, Bangladesh would have to engage further in ongoing trade policy reforms. This would enhance the diversification of Bangladesh's economy and the competitiveness of its industries, as well as improve its business environment and fiscal conditions.

Key trade related policies in Bangladesh are:

- Export Policy 2018-21
- Import Policy Order 2018-19
- FTA Policy Guidelines 2010
- National Digital commerce policy 2018
- Leather and leather Goods policy 2019
- Industrial Policy
- Foreign Exchange Policy
- Competition policy 2012
- Investment Policy (Foreign Investment and Promotion Act 1980)
- Custom Act (Tariff Policy)
- ICT Policy

Principal ministries and agencies involved in the process are:

- Ministry of Commerce
- Finance Division
- Ministry of Agriculture,
- Ministry of Health and Family Welfare
- the Ministry of Fisheries
- Bangladesh Trade and Tariff Commission
- Bangladesh Bank
- the Bangladesh Food Safety Authority/Ministry of Food
- BSTI/Ministry of Industries remain responsible for TBT measures
- Ministry of Agriculture responsible for SPS measures

Export Policy of Bangladesh acts as guiding principle for formulating export strategies to achieve export targets. Export policy for every 3 years. Export Policy 2018-21 has already been notified in Bangladesh gazette. The main objectives of Export policy are to accelerated and sustainable export growth, taking target oriented steps to raise export earnings to US\$ 60 billion by 2021, export product diversification including through new exportable product into export basket, export diversification within the product such as developing various trend/design/fashion in the same product, maintaining and expanding existing markets and penetrate into new markets, Capacity building of exporters for maintaining compliance and boosting export competitiveness through various policy supports . On the other hand the main objectives of the Import Policy are to facilitating import of capital machinery and industrial raw

materials, ensuring availability of goods to the consumers at a reasonable price, ensuring growth of the indigenous industry and safeguarding consumer interests and health through proper standard and other conditions.

Bangladesh trade sector has been facing many constraints and challenges. These include, among others, cost of doing business is comparatively high, narrow export basket, dependence on a very few markets, lack of supply-side capacity, poor infrastructure, lack of appropriate compliant capability, weak institutional and human capacity, difficulties in implementation of relevant policies, rules and regulations originating from their non-binding nature (e.g. Export Policy, Industrial Policy); lack of coordination and interlink-age between relevant policies and agencies to address interwoven aspects of export and import; rooms for discrepancies, difference of priorities and/or focus; weaknesses in the use of trade policy tools for the development of domestic market-oriented and import-substituting industries; lack of transparency, awareness, knowledge, expertise and experience of relevant regulatory frameworks or being part of FTAs; and lack of initiatives towards strengthening institutional capacities in the areas of trade diplomacy and trade-promoting bodies.

While Bangladesh's initial trade reforms focused mostly on trade liberalization, the reduction of import duties, the rationalization of tariffs, the promotion of exports, and removal of visible trade barriers, it has become clear that Bangladesh would have to take significant strides to carve a more pronounced place for itself in the global trade community. It is thus of great essence that export, import, customs related comprehensive Trade Policy is required specifically addressing unique issues related to better coordination among various components of the different trade related policies are also important to pursue strategic business expansion effectively and that various policy instruments are deployed in light with the good practices carried out the different neighbouring countries as well as the strategic partners .

The trade Policy Review/Policy Paper Preparation activities of different competing countries are proposed to provide policy feedback to the government for advancing the concept of cooperation in trade, transport and transit facilitation of Bangladesh. These will also promote policy advocacy for issues related to traders, and facilitate policy coherence between national development priorities and international obligations on trade facilitation. Given the scenario this study has the following objectives to understand the current status of the trade policies of Bangladesh as well as finding from the different country perspectives and good practices , ways to create an enabling environment, particularly focus is needed on harmonizing export, import and customs related policies with different potential trade partners and standards and guidelines developed at the global levels :

1. What is the current status of the Bangladesh Trade Policy development in the light of the 5th Trade Policy Review ;
2. What are the international good practices utilized by the different countries to facilitate better trade policy instruments with a view to expand trade and development ; Good practices should reflect applicable comprehensive policy guidelines for the promotion of trade
3. Against that good practice template, it includes :
 - 3.1. Comparative analysis of trade policies of Bangladesh and its competing countries, particularly India, Vietnam, Sri Lanka , Cambodia, China and Indonesia
 - 3.2. How is the intra-agency Trade Policy coordination mechanism in different trade management ministries /agencies?
 - 3.3. What agency is authorized for trade negotiations and under which ministry/authority
 - 3.4 .Bangladesh continues to lack a comprehensive trade policy (CTP). The 7th FYP entrusted the MOC with developing a CTP. Provide recommendations to establish an effective and efficient coordinated Comprehensive Trade Policy (including identification of leading organization and capacity building needs) in Bangladesh.



4. What the policies of LDC graduating Countries?
5. What are the FTA Policies of the Countries and their good practices ?
6. Trade Policy under Post Graduation and COVID-19 situation

Study 2: Identification of potential countries for signing free trade agreements

In the wake of globalization, while World Trade Organization (WTO) plays an important role in securing market access and increasing competitiveness , free trade agreements (FTA) have become very effective instruments in reinforcing such market access and competitiveness through enhanced economic cooperation among the countries. FTAs have become prominent features of the international trading system and an important national trade policy instruments. Though Bangladesh has been successful in expanding its export in last two decades , its export base and export market continue to be very limited. Rather Bangladesh faces stiff competition in the international market with the countries having FTAs with them.

In recent years trade in services has expanded significantly throughout the world. However , service sector of Bangladesh is less exposed to international trade despite its contribution to the GDP. Bangladesh's efforts to diversify export products and markets may be aptly supported by long term arrangements with its prospective trading partners, which have not been adequately explored so far. It is believed that FTAs will open opportunities for Bangladesh to diversify and increase its exports and enhance competitiveness . It will also play a vital role to attract investment , develop service sector and increase overall export .

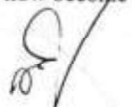
Given that Bangladesh is set to graduate from Least Developed Country (LDC) status by 2024, it will face a number of challenges and difficulties in the trade sector. A major challenge will be to address the elimination of preferential market access to different countries. In this context, Bangladesh considers redesigning its trade strategies considering the post-graduation reality by diversifying export basket of goods and services, expanding existing markets and exploring new ones and taking initiatives to promote trade through Free Trade Agreements (FTAs). The policymakers have identified Bilateral Free Trade Agreements (BFTA) as a crucial instrument to deal with the post-LDC challenges.

The country has been negotiating with some of its trading partners to sign BFTA for the last couple of years. More than a dozen of BFTAs are now under consideration and negotiation. But there is little progress in the negotiations. The reasons behind slow negotiation may be as follows:

- tariff reduction or elimination of the country's high and less-predictable tariff regime;
- Changing pattern of FTAs globally;
- Partial focus on non-tariff measures (NTMs);and
- Heavy reliance on ready-made garment (RMG) industry.

The Ministry of Commerce has therefore decided to examine the potential for signing FTAs with some selected countries. This review will be done in phases. This phase will include examining the potential for signing FTAs with 3-4 countries, such as Indonesia, Malaysia, Brazil and China. This review will also examine whether the FTAs will bring any benefit for Bangladeshi women entrepreneurs.

Bangladesh has very limited options to strike free trade agreements (FTAs) with most of its potential trading partners. These preferential agreements are vital for Bangladesh to remain competitive in the international market. In fact, FTAs have now become instrumental in the global trading system as the



prospects of multilateral trading systems under the WTO are decreasing gradually. Although there are more than 200 such deals worldwide, so far Bangladesh has not signed any bilateral free trade agreement with any of its trading partners even though a series of initiatives have been taken in this area. An FTA Policy Guidelines 2010 was prepared by Bangladesh Tariff Commission which got approval from the Prime Minister Office in 2012. In 2017, it was announced that the country's maiden BFTA would be signed with Sri Lanka which, to-date, still remains 'proposed'. Similarly, discussions on signing BFTA with Malaysia, Turkey, Bhutan, Nigeria, Mali, Macedonia, Myanmar and Mauritius are also there. At the policy level, Bangladesh thus needs to form a national free trade agreement committee composing of government ministries and agencies as well as private sector representatives and think tanks. This high powered policy body is expected to promote, formulate and guide country and region-specific bilateral and regional free trade agreements for the country.

Bangladesh enjoys duty free market access in 38 countries. DF market access will continue until 2027 in EU and other countries until in 2024. The industries will face high duties after the graduation which would reduce its competitiveness. FTAs will be one of the instrumental tools after graduations from the LDCs when Bangladesh will lose most of its preferential market access. A comprehensive approach would be needed in selecting FTA partners and approaches.

The MOC has therefore planned to conduct this study with the following objectives:

- a) Implications of FTAs on Developing Countries ;
- b) Identification of current status of Bangladesh in implementation of the FTA;
- c) Identification of gaps between the agreement and present 'situation in implementation of the FTA;
- d) Identification of status and best practices of regional countries in implementation of FTA , i.e. EU-Vietnam Free Trade Agreement (good practice), ASEAN signed FTAs within China, India, Australia and New Zealand and the measures they are taking to advance the implementation process;
- e) Comparison between Bangladesh and other regional countries in implementation of FTA (SAFTA BIMSTEC) ;
- f) Identification of potential countries for signing free trade agreements and Coverage of FTAs to be negotiated that generates overall economic benefits of Bangladesh;

▪ **Study 3 : Review and Reforming The Bangladesh Land Port Authority Act 2001.**

Trade-related policies, rules and regulations to support trade facilitation and border management in Bangladesh are implemented by different ministries and departments of the government. The Ministry of Commerce and its subsidiary offices—the Tariff Commission, Export Promotion Bureau, Chief Controller of Import and Export, and WTO Cell—along with the NBR, Bangladesh Land Port Authority ,trade bodies, research organizations, academia, and relevant agencies play important roles.

In Bangladesh Land Ports are governed and managed by the "Bangladesh Land port authority" (BLPA). This Authority was established in accordance with the Bangladesh Land Port Authority Act, 2001 in order to facilitate better exportation and importation between Bangladesh and its neighbouring countries. BLPA has been active in seeking the improvement of Land routes in Bangladesh ,especially looking at infrastructure development initiatives, increase the efficiency of cargo handling , improving storage facilities and fostering public-private partnership for effective and responsive service delivery at the border. Its activities began under the regulation of the Ministry of Shipping. So far, 23 Land Customs Stations have been declared as Land Ports

of which 22 are with India and only one is with Myanmar. These ports are managed by the BLPA as well as private port operators on a build-operate-transfer basis. With the goal of supporting regional connectivity, the BLPA is also active in the South Asia Sub regional Economic Cooperation (SASEC) meeting and other Land Port working group meetings, sharing information on Bangladesh's ongoing projects and experiences and retaining the knowledge needed to remain at the forefront of work that advances regional connectivity

Major Activities and Services Provided by BLPA

- ▶ Formulating policy for development, management expansion, operation and maintenance of all land ports;
 - ▶ Engaging operators for receiving, maintaining and dispatching cargoes at land ports;
 - ▶ Preparing schedule of tariffs, tolls, rates and fees chargeable to the port users having prior approval of the government;
 - ▶ Executing contracts with any person to fulfill the objectives of the Act.
 - ▶ Exchanging opinions and communicating with the related countries with the land ports and developing infrastructures as well as extending trade through co-operation of the organizations concerned to national and international trades for developing and running the port activities smoothly
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- ▶ Providing services to passengers by means of facilitating passenger movement, removal of obstacles and construction of passenger terminals is among the major responsibilities of the land port authority;
 - ▶ Bringing every service including immigration, customs, banking and easier ticketing during car travels under one umbrella is also under the prerogative of the land port authority;
 - ▶ Construction and reparation of roads adjacent to borders for transportation of goods, transshipment of goods, and facilitation of yards and shades required for short-term storage of goods and loaded trucks is also among the duties of the land port authority.

The Bangladesh Land Port Authority Act, 2001 (BLPA) does not make any clear provisions regarding the modality of engagement and *modus operandi* of a coordination mechanism between different ministries and agencies involved in cross border trade. A separate section in the Act is needed to clarify this position including given roles of the Board in the overall trade promotion and management process of the country. Accordingly, given the fact that land port management as part of the country's overall trade economic advancement now adopts a broad, comprehensive approach, composition of the Board should be expanded to ensure greater participation of other agencies involved in the process.

In order to achieve the goal of trade facilitation there is a need to make trade across borders (imports and exports) faster, and cheaper and more predictable, whilst ensuring its safety and security. In terms of focus, it is about simplifying and harmonizing formalities, procedures, and the related exchange of information and documents between the various partners in the supply chain. There are great potential gains from trade facilitation for both governments and the business community. Public entities will profit in terms of enhanced trade tax collection, better use of resources and increased trader compliance. A more efficient and transparent delivery of public services will allow the administration to maintain high security levels and effective government control, while diminishing opportunities for corruption. Traders will gain in terms of higher predictability and speed of operations and lower transaction costs, resulting in more

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competitive exports on global markets. For countries as a whole, reducing unnecessary delays and costs attracts investments, and supports growth and job creation.

The fundamental principles of trade facilitation are transparency, simplification, harmonization, and standardization. While the transparency within border operations promotes openness and accountability of a government's and administration's actions, simplification of laws and regulations governing border operations eliminates all unnecessary elements and duplications in trade formalities, processes and procedures. Harmonization promotes the alignment of national procedures, operations and documents with international conventions, standards and practices. It can come from adopting and implementing the same standards as partner countries, either as part of a regional integration process or as a result of business decisions. The principle of standardization facilitates the process of developing formats for practices and procedures, documents and information internationally agreed by various parties of border operations. Standards are then used to align and, eventually, harmonize practices and methods.

In order to facilitate effective border operations, there is a need to have an enabling environment that involves different types of interventions and activities addressing the various dimensions of the government. This includes regulatory reforms aiming at a clear, concise, transparent legal framework. However, it requires an in depth analysis of law and regulations that are critical for border operations. This study has therefore aimed to conduct a study to do an elaborate analysis of regulatory regime of the " Bangladesh Land port Authority Act 2001" that will explore the answers and guide the government through preparing recommendations in the following areas of regulatory regime of border operations:

1. What are the current status of the Bangladesh Land Port Authority Act 2001, which includes multi-sectoral coordination mechanism ;
2. Major Legal and Policy Constraints and challenges in BLPA Act 2001 for Trade Facilitation and Cross-Border management in Bangladesh including Implementation Gaps and Procedural Hindrances Identified ;
3. What are the good practice's elsewhere in terms of organizations/laws/rules/regulations of the Land Port to facilitate better management at the borders;
4. What are the critical laws, rules and regulations in border operations for trade facilitation in Bangladesh and how do they relate to international best practice including a comparison with South Asian countries in terms of efficient revenue model such as cargo handling and storage charge ;
5. How are the Land Port Law laws aligned with the trade related bilateral, regional and International agreements and conventions and how do they relate to international good practice ;
6. How are the laws facilitating trade for exporters and importers in Bangladesh and how do they relate to international good practice ;
7. Requirements of Legislative, Administrative and Policy Reforms Identified
8. What adjustments or modifications are required for making the Bangladesh Land Port Authority Act 2001 efficient, effective and harmonized for trade facilitation?



7. Timeframe of the Services:

The duration of the assignment is anticipated to run for a period of six months commencing on the date of signing the agreement. The Consulting Firm shall report to the Project Director or his assigned official for any clarification with regard to the assigned responsibilities or any issues that need to be mitigated.

Sl.No.	Report/ Deliverables	Expected date of Delivery
01	Inception Report	Within 02 Week from contract signing
02	Literature review ,data collection and Draft Report preparation	From Week 03-20 from contract signing
03	Presentation of the draft report findings in a Validation Workshop	Within 21 weeks from contract signing. All cost of the workshop will be borne by the Consultant.
04	Submission of the Final Reports	Within 24 weeks of contract signing

8. Expected deliverables from the firms/institutions:

The consultancy firm will at least submit the following reports for each of the studies to the project authority:

- a) Inception Report
- b) Draft Report
- c) Final Report

The Inception Report (IR) will contain scopes, methodologies and work plan for each of the studies separately and in detail. The IR must have an elaboration of study questions and objectives. This elaboration should follow the detail of research methodologies to be applied for each of the studies. The detail plan of quantitative and qualitative analysis and methods for data analysis will also have to be included in the inception report. The methodologies should include justification for choosing a particular method of data collection, sampling design and indicators, data sources, detail of data collection methods and a set of data collection instruments to be used in each of the studies, detail of field survey or study and limitations in study. The inception report should also contain the detail of key persons engaged in the study and their specific responsibilities. It should also contain the plan for monitoring and evaluation of study progress by the research firm and the client's representatives. The work plan also needs to be detail so that the client understands how the studies will reach to final stage of report writing.

Draft Final Report (DFR) will contain detailed findings, qualitative and quantitative analysis on findings. The structure of DFR should at least contain executive summary of the study, introduction, literature survey, methodology of the study, findings of the study, discussion and analysis, recommendations and conclusions, references and annexures. This study will have three separate DFRs. Report should be delivered in English version.

The Final Report (FR) of the study should be submitted to PIU on agreed formats before the end of the contract period. The report should at least contain executive summary introduction, literature survey, methodology, findings, discussions and analysis, lesson learned, recommendations/suggestions, conclusions, references and database in the annexure. The FR should also have a discussion about the observations of the stakeholders including clients and their answers. This study will have three separate FRs. Report should be delivered in English version.

All reports will be evaluated by the technical committee of the project and fit recommendations of the technical committee will have to be reflected in the reports before finalization of the same.

The consultant will arrange for proof reading, if required to maintain the quality. All field notes and the data set should be submitted as annexure with the final report. Follow up meetings will be held time-to-time between the contracted agency/consultant and BRCP MOC. Ten (10) printed copies of each of the final reports should be submitted along with soft copies. During the implementation, any other information that is important may be added deleted during discussion periods, which may become an integral part of the TOR.

9. Methodology of Study

Sampling: Depending on sub-components and components, the sampling unit will be decided in consultation with the implementing agency(s). A sample frame including number participants in different data collection methods will be developed using standard sampling framework for each study topic according to agreed catchment area(s)/ principles and discussion with the implementing agencies. Identification of potential FTA Partners would require Modeling outputs and quantitative analysis. Qualitative analysis of different treaties may be included.

Document Review: The studies will have a large number of document reviews to do analysis and comparison among regulatory regimes.

Questionnaire: The survey questions will be developed and agreed with the related implementing agency(ies). Testing of the questions will be required.

Key Informants Interviews:

To verify data collected from beneficiaries, group or individual interviews with informants will need to be organized. Approach to selecting KII and guide is to be elaborated by the firm.

Focus Group Discussion:

The survey team can use the FGDs tool. The FGDs will complement the data generated from the survey questions and through other methods. The FGDs will be carried out in mix separate male/female groups as appropriate and will be carried out based on an elaborated guide approved beforehand by the related implementing agency(ies). Detailed documentation of the proceedings of the FGDs will be maintained.

Public Consultations

These studies will also include public consultations at selected locations with the relevant stakeholders in discussion with the implementing agency (ies).

Data Analysis and reporting

The data will be processed in SPSS or similar data processing software. The qualitative data will be analyzed by using NVIVO or other similar software. Privacy of the survey data will be strictly maintained by the consultant/firm.

10. Consulting Firms qualification and experiences

The interested consulting firm should provide evidence of the following in their applications:

The Consulting firm shall have the legal capacity to enter into the contract;

- The firm should have at least 07 years of general experience in providing consulting services out of which at least 03 years of experience in national and international trade related research or studies for public sector;
- The firm should have successfully completed at least one service contract related to national and international trade within last 10 years;
- The firm should have experience in working with development partner's funded projects
- The required average annual turnover of the consulting firm shall be at least Tk. 01 (One) crore in last three years;
- A capacity statement on available training facilities, IT equipment, logistics support, transport and office space;
- Undertaking that the firm has not been blacklisted or debarred by any Government Organization or by IDA;
- List of key professional staff including proposed core team for the assignment, showing qualification and experience including the projects/assignment on which they have worked, their role in the assignment/project and duration of their engagement with the assignment/project.
- **Required Documents:** The company must submit the following documents:
 - a) Company Registration, Up to date Tax payment certification and VAT registration certificate;
 - b) Audited Financial statement (last 03 Years);
 - c) Company Brochure.

11. Team Composition and their Qualifications

The proposed services under this Terms of Reference shall be carried out by using a firm (Consultant) with adequate experience in designing and delivering the expected output of the study. The firm should propose the structure and composition of its team members. It should list the main disciplines of the assignment, the key experts, technical and support staff. An indicative team structure may be as follows:

- A. A: Team Leader-1.
- B. International Trade Expert-1;
- C. C: Legal Expert-1.



Position	Duration (man months)	Qualification, Experience and Responsibility
Team Leader-01 No.	06	<p>Team Leader (TL) must have a minimum of 15 years of general experience out of which at least 10 years' relevant prior experience. He must have relevant Master's degree from a recognized university preferably in International Trade, Trade Law, Business Administration or other Trade & Economics related areas. She/he must have experience in working with trade regulating agencies and familiarity with trade environment and related international agreements. Must have experience of working with complex, multi-system environments in public sector.</p> <p>The Team Leader will take the overall responsibility for the execution of the assignment in accordance with the TOR and also for the coordination of all professional inputs. She/he will be responsible to the Employer and maintain close contact with Project Director (Employer's representative) to ensure that the contract is implemented in accordance with the World Bank guidelines. The Team Leader will act as the Consultant's authorized representative for both the design and implementation supervision phase and make decisions on all matters pertaining to the consulting services.</p>
International Trade Expert-01 No. (National Consultant)	06	<p>The incumbent must have a minimum of 15 years of general experience out of which at least 05 years' relevant experience in international trade areas. She/he must have relevant Master's degree from a recognized university preferably in International Trade, Trade Law, Business Administration, Operations Management, IT Management or other Trade & Economics related areas. She/he must have experience in trade facilitation, logistics, infrastructure/connectivity assessment and planning and related areas. She/he should have familiarity with trade policy and bilateral & regional trade agreement issues in South Asia and South east Asia. She/he should have strong written and verbal skills in English knowledge and understanding of business practices of trade regulating agencies.</p>
Legal Expert- 01 No.	06	<p>The incumbent must have a minimum of 10 years of general experience out of which at least 05 years' relevant experience in trade related laws. Preference will be given at experience of working with trade regulatory agencies. She/he must have relevant Master's degree from a recognized university preferably in Law or Trade Law or International Trade or other related areas. She/he should have strong analytical skills and understanding of trade regulating rules and regulations of Bangladesh.</p>

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The Consulting firm will also propose program support staff as per their work plan.

12. Payment

Payments shall be made in line with agreed-on outputs according to the following schedule:

- Inception Report: Twenty (20%) per cent lump-sum of contract price shall be paid upon submission of the Inception Report duly accepted by the Client.
- Draft Final Report: Forty (40%) per cent lump-sum of contract price shall be paid after submission the draft report duly accepted by the Client and
- Final Report: Forty (40%) per cent lump-sum of contract Price shall be paid after submission the final report duly accepted by the Client.
- All relevant taxes and VAT shall be deducted at source at the applicable rates by the Government of Bangladesh.

13. Miscellaneous

The firm (consultant) will facilitate monitoring of studies by the employer, and World Bank officials. The project will provide to the Consulting firm all key program documents & reports such as:

- Relevant extract of Technical Assistance Project proposal (TAPP), if required;
- Sharing relevant up to date project information for a better understanding of the project;
- Providing timely feedback to the consulting firm on inception report, questionnaire, sampling, training module, draft reports etc.;
- Any logistic support such as transportation as well as office space will not be provided by the client.

