

Request for Quotation
for
STS survey, Market survey, and Business partner survey
for
Establishment of Efficient and Hygienic waste storage system in
Bangladesh

Japan Clean System Co., Ltd. (hereinafter referred to as JCS) now invites quotation to provide the following services: *Secondary Transfer Station survey, Market survey, and Business partner survey, work for the project "Establishment of Efficient and Hygienic waste storage system in Bangladesh"*. Details of the required services are provided in the "Scope of Work" attached.

The bidder who offers a lowest price or a price lower than the predetermined price set by JCS, and meets all the conditions stipulated in the Attachments will be designated as the prioritized negotiator for the supply of the services.

Terms of reference

Project Background

In Bangladesh, capacities of municipalities in waste management are lagging despite the increasing amount of waste discharge caused by the high concentration of population in cities and rapid expansion of urban areas. North and South City Corporation (DNCC and DSCC) in Dhaka city, and Chittagong City Corporation (CCC) in Chittagong city are responsible for waste collection and management. The number of measures have been taken under assistance of international organization or development projects for the past decade. One of the major projects is for the municipalities to place Secondary Transfer Stations (STSs) inside the city. STSs are temporary storages that accommodates municipal waste that are brought by Rickshaw vans from primary waste collection points. The stored waste at STSs will be transferred to the final landfill site eventually by compactors and other vehicles. The municipalities intend to set up at least one STS in each ward so the total planned number of STS could be over one hundred in future in Dhaka city alone. The municipality also making effort by allocating more budget for procurement of necessary equipment and vehicles for waste management. However, due to the manual operation by the labors at STS, the operation efficiency and cost effectiveness are not sufficient and waste storing capacity is limited due to slow flow of waste. In addition, occupational environment of STS workers in terms of health and safety at STSs require improvement. In addition, there are a number of private facilities or companies that generate considerable amount of municipal waste. Due to limited waste management measures and resources, some facilities and companies' waste are causing adverse impact to the surrounding environment.

Products and Technologies proposed

Japan Clean System Co., Ltd (JCS) and J-Drum

Since the foundation in 1982, JCS has been dedicated to provide environmentally friendly solutions for waste management for the clients in Japan and other countries such as Singapore and Vietnam. JCS has developed a municipal waste storing system called “J-Drum” and the system has served over 1,500 clients and become the best-selling system in Japan over several competitors' products in the market. The main characteristics and advantages of J-DRUM are described below.

① Increase in Storing Capacity through Space-Saving Technology

The proposed product compresses the waste down to $\frac{2}{3}$ in volume as shown in the figure below, which results in saving the necessary storing space down to $\frac{1}{6}$ in case of Japan (maybe $\frac{1}{2}$ in case of STSs in Bangladesh).



Figure 1: Image of Space-Saving

② Efficiency Enhancement in Receiving/Loading and Discharging Waste

The automation devices enable higher efficiency in receiving or loading waste from Rickshaw vans and discharging waste into compactor vehicles as compared with the current STS's practice which entirely relies on manual handling.

③ Hygienic Management of Waste by tightly sealed storing

Bad smell and wastewater are minimized by eliminating drift and fly loss of waste. Pollution to the surrounding water bodies and pest problems will be mitigated. Discomfort to pedestrians and neighboring residents will be significantly reduced.

④ Weight Measuring Function (optional)

The quantity and time for receiving and discharging waste can be measured. This function is optional.

Objectives of the project and the survey

JCS will conduct business feasibility study in Bangladesh (in Dhaka and Chittagong) during the period of February 2021 for approximately one year (subject to change). JCS aims to learn how J-Drum could contribute to overall municipal waste management in cities and to betterment of the environment. Potential markets are private-run facilities and STSs that are operated by city municipalities. Other potential facilities should be studied and evaluated as J-Drum could also improve waste management and surrounding environment at various sites.

In the initial stage, JCS intends to manufacture J-Drum in Japan and export to Bangladesh. However, in order to improve the quality and sustainability of service as well as its cost competitiveness, JCS is seeking qualified business partners in Bangladesh.

For executing these tasks, JCS will select a local contractor to conduct surveys as described in the scope of work attached herewith. Candidate contractors (bidders) shall examine carefully the contents of the scope of work and the following instructions, and submit their quotation to JCS to the email address below by the date prescribed by JCS on their website.

The scope of work

General Tasks

- Mobilization of survey works shall commence immediately after signing of the contract.
- Prepare a work plan for the all survey works within 1 week after mobilization. Work plan is subject to JCS's approval.
- Maintain close and regular communication through emails, phone calls, mobile communication apps, web-meetings.
- Progress report meeting at least once in every 2 weeks through web-meeting.
- All written deliverable and communications will be in English.
- All the reports are subject to evaluation by JCS before official submission by the contractor.

Task 1: Marketing Survey

Task 1-1: Prepare a work plan for the marketing survey within 1 week after mobilization. Prepare a list of at least 100 companies/facilities in Dhaka city and adjacent areas, and 40 companies/facilities in Chittagong city who meet the criteria specified below within 3 weeks after mobilization.

- Whose nature of business or activities produce large volume of municipal waste.
- Whose owners, users or customers have high awareness of waste-related environmental and social issues.
- Whose businesses or activities requires hygienic environment.
- Whose premises, either indoor or outdoor, could accommodate J-Drum, which require at least 9 meters by 5 meters and 3 meters height, and has additional area for compactor truck's accessibility.
- Any venue that are still in planning phase or under construction but expected to meet the criteria (e.g. New large residential buildings, New shopping malls with food court, etc.).

Information on the list should include; Name of the company, Brief Business/activities of the company, contact information (email and/or phone number), website URL (if any), Location and physical characteristics (land area, floors, facilities, etc.).

Task 1-2: Visit and conduct interviews with approximately 30 companies, which will be selected from the long list by JCS. Questionnaire will be provided by JCS. Submit a draft report of the visited companies and facilities within 2 months after mobilization.

Task 1-3: Coordinate and attend tele-meetings with the companies, which will be selected by JCS based on outcome of Task 1-1, Task 1-2. Assist JCS to obtain additional information by inquiring to the companies. Submit a Market survey report within 4 months after mobilization.

Deliverable

Task 1-1	Submission of Work Plan within 1 week after mobilization. Submission of A list of candidate companies/facilities within 3 weeks after mobilization.
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Task 1-2	Submission of Draft marketing survey report within 2 months after mobilization.
Task 1-3	Coordinate and attend meetings with candidate companies for JCS upon request. Submission of a Market survey report within 4 months after mobilization.

Task 2: Secondary Transfer Stations Survey

Task 2-1: Make or obtain a list and a map of Secondary Transfer Stations (STS) of Dhaka city (a list may be provided by DSCC, DNCC or ADB) and of Chittagong city. Prepare a work plan for the marketing survey within 1 week after mobilization. Should any permission from the municipalities be required, JCS shall communicate with relevant personnel of the municipalities for obtaining permission.

Currently there are said to be about 25 STSs in DSCC's jurisdiction and about 50 STSs in DNCC's jurisdiction. In addition, there are several STSs under construction or planning phase. The total number of operating STS including Chittagong could be about 80 to 100.

Contractor will conduct field survey using a questionnaire (to be provided by JCS), and record the visuals (video and photos) of the STSs. All identified operating STSs should be visited both in Dhaka and Chittagong. If the contractor face difficulty in visiting some STSs due to their remote location or external factors, the contractor should consult with JCS so that those STSs may be exempted from the survey. For monitoring of the survey progress, weekly updates should be reported by the contractor to JCS via periodic email and tele-meeting.

The contractor will complete Task 2-1 and prepare a draft STS survey report (About 1 to 2 pages per each STS) within 2 months after mobilization.

Task 2-2: For extended survey, the contractor shall coordinate JCS team's visit to STSs in Dhaka and Chittagong (approximate total of 10 days). STSs will be selected by JCS based on the draft report prepared in Task 2-1. Schedule of JCS's visit to Dhaka and Chittagong is yet to be determined due to Covid 19. In case JCS is unable to travel to Dhaka, the contractor is expected to perform the extended survey on behalf of JCS.

Task 2-3: Supplemental field visits to selected 5 to 10 STSs in Dhaka for obtaining additional and detailed information may be necessary. Additional survey work may include night visit to STSs. Findings from Task 2-2 as well as the additional visits performed in Task 2-3 shall be incorporated into the STS report. The contractor shall submit STS report within 6 months (subject to change due to JCS's travel restriction to Bangladesh) after mobilization.

Deliverable

Task 2-1	Listing and mapping of all STSs and Submission of Work Plan within 1 week after mobilization. Submission of Draft STS survey report within 2 months after mobilization.
Task 2-2	Coordinate and assist JCS's visit to Dhaka and Chittagong upon request. Schedule shall depend of JCS's visit schedule (due to Covid 19).
Task 2-3	Additional field survey at 5 to 10 STSs. Submission of Final STS survey report within 6 months after mobilization.

Task 3: Business Partner Survey

Task 3-1. Prepare a work plan for the marketing survey within 1 week after mobilization. Prepare a list of the potential business partners in or around Dhaka city who meet the criteria specified below within 3 weeks after mobilization;

- Who can manufacture and/or procure conveyor belts (specification of conveyor belt for J-Drum shall be provided) and other peripheral equipment.
- Local sales agencies or distributors who have sufficient resources and network to promote J-Drum in Bangladesh.
- Who can provide maintenance service for J-Drum, conveyor belt and other peripheral equipment at STSs and/or at private-run facilities / private customers.
- Who can perform installation/engineering work for J-Drum (fixing J-Drum, minor foundation work, electrical wiring, etc.)
- Logistics companies for shipping and handling of J-Drum from Japan to installation sites.

Information on the list should include; Name of the company, Business/activities of the company, contact information (email and phone number), Website address, Location, Major clients, number of employees, branches, etc.

Task 3-2. Based on the list made in Task 3-1, JCS shall select about 20 companies. Contractor shall visit and conduct interviews with the selected candidate companies, and use a questionnaire (to be provided by JCS) to obtain information requested by JCS. Obtained information about the candidate business partners shall be documented and presented in the form of draft report within two months after mobilization.

Task 3-3: Coordinate meetings with the companies, which will be selected by JCS based on the list and the report prepared in Task 3-1 and 3-2. Meetings may be remotely held due to travel restriction. Assist JCS to obtain additional information by inquiring to the companies. Submit a Business partner survey report within 6 months after mobilization.

Deliverable

Task 3-1	Submission of Work Plan within 1 week after mobilization. Submission of A list of candidate business partners within 3 weeks after mobilization.
Task 3-2	Submission of Draft marketing survey report within 2 months after mobilization.
Task 3-3	Coordinate meetings with candidate companies for JCS upon request. Submission of Business partner survey report within 6 months after mobilization.

Tentative Schedule of the tasks

Activities	Feb	Mar	Apr	May	June	July	Aug	Sep
Overall Work Plan	■							
Periodical progress report meetings	□	□ □	□ □	□ □	□ □	□ □	□ □	
Task 1: Market Survey								
Prepare Workplan	■							
Make lists of candidate companies		■						
Visit selected companies, conduct interviews and Submission of Draft Report			■	■				
Coordinate and attend tele-meetings/meetings				■	■			
Complete Market survey report							■	
Task 2: STS Survey								
Listing and mapping of all STSs		■						
Visit STSs, weekly-updates, and Submission of Draft Report			■	■				
Extended field survey with JCS team (If JCS's visit to Dhaka allowed)					■			
Supplemental STS visits and surveys						■	■	
Complete STS survey report								■
Task 3: Business Partner Survey								
Prepare Workplan		■						
Make lists of candidate companies			■					
Visit selected companies and Submission of Draft Report			■	■				
Coordinate and attend tele-meetings/meetings				■	■	■		
Complete Business partner survey report								■

Schedule of the surveys is subject to change.

NOTE:

Most of communication and meetings between the contractor and JCS will take place remotely via tele-communication. Thus, the contractor is expected to have sufficient tele-communication environment.

Due to COVID 19, international travel restriction as well as domestic travel restriction may cause significant change or delay to the survey schedule. If such cases occur, the two parties shall seek mutually agreed solutions, and amendment of the contract shall be discussed accordingly.

Instructions

1. Name of the assignment	<i>Secondary Transfer Station survey, Market survey, and Business partner survey, work for the project "Establishment of Efficient and Hygienic waste storage system in Bangladesh".</i>
2. Method of selection	Least Cost Selection
3. JCS's personnel in charge	Mr. Masataka Yamano Managing Director of JCS Telephone: +81-6-6794-1581 E-mail: m-yamano@jcs-co.com
4. Clarification	Kenji Kusama External Consultant (Japan Development Institute: JDI) Telephone: +81-3-5280-7707 / +81-80-2391-3009 E-mail: kusama@jditokyo.com
5. Type of contract	Lump-sum
6. Contents of Quotation	Price Quotation for the Service
7. Quotation submission deadline	Please refer to the prescribed date and time on the website
8. Quotation submission address	E-mail: m-yamano@jcs-co.com E-mail: kusama@jditokyo.com
9. Expected date for the negotiations	Date: 18 FEB 2021 Because of travel restrictions due to COVID19, the negotiation and meetings may be held via Phone or On-line communication.
10. Expected date for the commencement of the Services	Date: 22 FEB 2021 Immediately upon signing of the contract.
11. Taxes	The Price Quotation shall include taxes and duties in Bangladesh.

Requirements for Price quotation

The bidder's authorized representative must sign the quotation (There is no specified form) and submit electronic copy to JCS via E-mail (email addresses are presented above). **(All prices shall be quoted in US dollars).**

Since this contract shall be Lump-sum contract, cost breakdowns are not required in the quotation. **The quotation should be inclusive of all reimbursable costs that the bidder may require for carrying out the services.**