

Enhancing BIPSOT's Capacity to Train Female Peacekeepers Through the Construction of Dedicated Accommodation

Project Description	Enhancing BIPSOT's capacity to train female peacekeepers through the construction of dedicated accommodation
Project Location	Bangladesh
Project Duration	TOTAL – 36 months 1 April 2025 to 31 March 2028 <ul style="list-style-type: none"> - 24 months – construction – 1 April 2025 to 31 March 2027 - 12 months – defects notification period 1 April 2027 to 31 March 2028
Start Date	1 April, 2025
End Date	31 March, 2028
Total approved Budget	USD 997,336.44
Fund Recipient	United Nations Office for Project Services (UNOPS), Bangladesh
Authorised Signatory	Sudhir Muralidharan
Project focal point	Mohamed Infiaz Hyder

1. Background

The Bangladesh Armed Forces Division (AFD) established an institution called Bangladesh Institute of Peace Support Operation Training (BIPSOT) in 1999 which has been conducting training for the armed forces and police members before being deployed to a UN peacekeeping mission. This institute fulfills the requirement of UNDP as per the General Assembly's resolution which outlines 'the necessity and responsibility of every nation to train their peacekeepers before deployment.

This Institution has established a Command and Staff Simulation Room (CSSR), a language Lab, left and right hand driving simulators, dormitories, classrooms and auditoriums. The institution has almost 50 acres of land for field training. In addition, an infantry battalion is affiliated and co-located with BIPSOT for providing necessary training support like conducting demonstrations, exercises and necessary administrative assistance.

This institute has a capacity to conduct 30-40 different training sessions per year. BIPSOT has been conducting training for female peacekeepers since 2018 but it does not have any dedicated accommodation for female peacekeepers. Currently, 60 soldiers and 20 officers (women peacekeepers) are being accommodated annually for training at BIPSOT by allocating part of the existing male accommodation. To promote gender equity, and facilitate increased women participation in peacekeeping operations, the construction of a separate female accommodation has become a necessity. Provision of a separate female accommodation is required to conform to the social and religious culture prevailing both in Bangladesh and during UN Mission deployment.

Based on the above information, a project was developed to build the capacity of the AFD/BIPSOT for UN peacekeeping missions through availing a dormitory facility inside the BIPSOT that will help accommodate women army members consisting of 60 beds. The building's foundation will have the capacity to support the construction of three floors for additional women's accommodation - G+5.

The construction of the female-only accommodation project is funded by the Elsie Initiative Fund, of which the MPTFO is the Administrative Agent. This fund is a multi trust fund initially founded by UNWOMEN, member states and the government of Canada in 2019. The EIF supports the sustainable deployment and meaningful participation of uniformed women peacekeepers by Troop and Police Contributing Countries (T/PCCs) including Ghana, Ivory Coast, Jordan, Liberia, Senegal, Sierra Leone, Togo, Uganda, Uruguay, and Zambia. Through this proposed project, Bangladesh will be a part of the EIF's global programme.

Objective

An accommodation facility to enable uniformed women to be properly accommodated for the full duration of peacekeeping operations training prior to deployment and to enable the Bangladesh Armed forces to increase the number of women deployed for UN peacekeeping.

EIF Outcomes

Construction of this women's accommodation will meet the following Outcomes:

1. Outcome 3 of EIF: Increased pool of uniformed women eligible to deploy as UN Peacekeepers - PRIMARY

Output

1. Construct and handover a G+2 female army member accommodation facility which will be constructed in 15,000 square fit size land. The building will have the following facilities (subject to change when the design is finalized):
 - Foundation capable of supporting the construction of an additional three stories - G+5.
 - Ground floor: outdoor parking, store rooms, Library, kitchen, dining hall, toilet block, barber shop, reception and laundry
 - First floor: recreation room, one accommodation for 30 people with attached toilet and wash room, common toilet blocks at either side of the corridor
 - Second floor: gymnasium, accommodation for 30 people with attached toilet and wash room, common toilet blocks at either side of the corridor
2. Procure and equip the facility with essential furniture.
 - Bed, chair and table - 60
 - Cupboards - 60 or 6 closet (depending on the design)
 - Bookshelves for the library - (2 m high, 5 m wide) - 2
 - Dining Tables - to accommodate 60 people
 - Dining Chair- 60
 - Sofa set - 1
 - Chair for guest room - 10

Exclusions

1. The facility will have elevator space, however the elevator will not be installed by this project.
2. The construction will not include air conditioning system, substation and generator, landscaping, solar system, extra low voltage systems, boundary wall, approach road and external lighting.

Assumptions (as per the provision of the MoU between BIPSOT and UNOPS)

1. BIPSOT will provide UNOPS, and/or its third party with full assistance in accessing the project site. UNOPS will select a contractor who possesses military security clearance and will notify BIPSOT in advance about the selected contractor for security clearance and approval. BIPSOT will make all possible efforts to provide timely clearance to avoid any disruption to project activities.
2. BIPSOT will ensure that the Military Engineering Services (MES) provide energy and other necessary utility sources for the contractor deployed by UNOPS, with the contractor compensating for the commercial rates based on the meter readings on site.

3. BIPSOT will facilitate the connection of utilities (power, water, gas, and sewerage lines) by engaging the Military Engineering Services once the project is fully or substantially completed, or at a mutually agreed stage of progress.
4. BIPSOT will review and approve the handover documents once the project is completed.
5. BIPSOT will avail the required land and finalize the Building permit processes from the respective government authorities.
6. BIPSOT will review and approve the specification of the furniture prior to procurement.
7. BIPSOT will allocate the required space and allow the contractor to employ security personnel on site.
8. UNOPS will settle the issues of duties and taxes in accordance with the Host Country Agreement signed between the Government of the People's Republic Bangladesh and UNOPS, which entered into force on 12 September 2023.
9. BIPSOT will assist UNOPS and/or its nominated contractor in completing all formalities related to the import and customs clearance of the furniture to be procured (if required).
10. UNOPS will schedule the delivery of furniture after the construction work is completed, due to the lack of available storage space at BIPSOT.
11. UNOPS will oversee the project, while a representative from the Military Engineering Service (MES), through BIPSOT, will be a part of the Project Implementation Committee (PIC).

2. PROJECT APPROACH

Activity 1.1 Site selection and technical studies

A. Stakeholders consultation

This activity initiates the project in consultations with stakeholders, including AFD/BIPSOT authorities and end users (female army members) to do the following tasks:.

- Team Organization
- Site and location analysis/ selection
- Conduct user interviews
- Establish and evaluate space data
- Develop broader project schedule
- Conduct existing space reviews
- Complete a needs assessment report

B. Building permit

Access building permits from respective bodies through AFD/BIPSOT.

C. Technical studies

Following site selection, preliminary analysis and site surveys (topographic study) will be conducted. Gathering of background information, constraints and particularities that may have an influence on project delivery. This activity will be followed by geotechnical investigations, location and site data information such as accessibility, utility provisions, climatic conditions, resource availability, etc that would provide the ground for the design development. The assessment also includes HSSE risk.

Activity 1.2 Design development

A. Selection of design developers

Through a competitive bid process, UNOPS will employ design development companies to develop the designs for each facility.

B. Design brief & Conceptual Design

The Building to be constructed needs to have the services stated in the output section. The design will consider that:

- The building will be on the ground floor with two floors (G+2). The total surface area of the entire building will be up to maximum 15,000 square feet, depending on the soil conditions.
- The foundation shall be made for G+5 Building (for possible extension)
- For the accommodation: 6.14 sq.mtr (66 square feet) floor area per person
- 16.75 square meter for the store room
- 40.75 square meter for the recreation, 114 square meter for the dining room
- 28 square meter for the toilet and washroom
- Stairs on two sides
- Space/ provision for the elevator which can accommodate 8-10 persons (elevator will not be procured this time)
- Fire fighting equipment to be installed in each floor
- The design will also consider the required ambience, temperature, electrical and other utility needs. But does not include air conditioning, substation and generator, landscaping, solar system, extra low voltage systems, boundary wall, approach road and external lighting
- Other special considerations for privacy, toilet seats for females will be incorporated and included in the design to ensure the building is gender sensitive.

The Preliminary Design establishes the basic project concept, the major decisions concerning the disposition of spaces, the organization of functions, and the relationship of parts to the whole. The Preliminary Design determines the general scope, concept design, and scale of the project. The primary objective is to develop a clearly defined Preliminary Design with a comprehensive scope, budget and schedule. Preliminary-level drawings (from all disciplines) utilize the data furnished by the programming process for the project, consisting of design objectives, limitations, criteria, and standard requirements.

The concept design will be reviewed internally by UNOPS and submitted for the approval of AFD/BIPSOT before proceeding to further design development.

C. Final design

The Final Design stage refines the scope of work in the design brief previously approved and agreed upon in the concept and preliminary design phase.

At this stage UNOPS develops architectural and engineering design to a level of detail necessary to work out a clear, coordinated description of all aspects of the project. Major elements including equipment, mechanical, oxygen pipeline, electrical, telecommunications and plumbing systems that include a full set of drawings, technical specifications, design reports, bill of quantities and engineering cost estimate. The design is coordinated through enlarged scale drawings, detailed elevations and plans.

D. Design Review

The design will pass through the design review process of UNOPS in line with the UNOPS Design Planning Manual. The design review process will be carried out in stages, to ensure quality and adherence to standards.

Activity 1.3 Procurement of contractors

Prepare a comprehensive tender package articulating all sets of documents and guidelines necessary to secure successful construction of the infrastructure components. This is conducted by tailoring the invitation to bid and Standard condition of contract pursuant to UNOPS standard to meet the requirements of the client and the design. The sets of documents to be incorporated comprise of:

- Instruction to bidders
- Invitation to bid
- Standard Condition of contract
- Particular conditions of contract
- Schedule of requirements
- Sample forms
- Bill of Quantities
- Final tender document

Bid documents to include gender-disaggregated data about the composition of their project team project team and contractors. After receipt of proposals from bidders, and following the tender evaluation and contract award, UNOPS will make all necessary arrangements to negotiate and sign the agreement for the project.

Activity 1.4 Construction Management

A. Construction Supervisions

While building physical infrastructure, UNOPS will provide full-time on-site supervision and contract management. The construction supervision process will be guided by the UNOPS “Construction Supervision Manual” that sets out the minimum standards and ensures that UNOPS works meet minimum requirements

for quality of infrastructure works. High supervision standards ensure local capacity development, leaving behind higher skills and quality practices for future works.

The objective of the Construction phase is to safely build the project as represented in the construction documents within the budget and schedule approved and, after getting the Building Permit. The General Contractor is tasked with completing the buy-out of all components in the construction contract, coordinating their delivery and installation, and facilitating the inspection process to achieve building occupancy.

B. Health and Safety, Social and Environmental Management

UNOPS places a high value on health, safety, social and environmental management considering it as integral to the quality management of its projects with a goal zero to hazards during infrastructure development. To this end, the project will be implemented in line with UNOPS regulatory framework and practices. UNOPS Health and Safety Management System helps manage risks and opportunities throughout each of the delivery stages of infrastructure projects. Likewise, UNOPS Environmental Management System (EMS) procedures are mandatory for all infrastructure projects. The EMS helps identify the environmental impacts of infrastructure projects, so appropriate mitigation measures can be implemented to control them.

UNOPS will ensure that work is undertaken per its environmental management system. The system is designed to the guidelines specified in the EMS standard.

UNOPS will develop a project environmental management plan (PEMP) and a site environmental management plan (SEMP). This includes aspects that may have a significant impact on the environment and have to be managed on-site by implementing the relevant mitigation/control mechanisms. The SEMP shall describe how project-related environmental issues will be managed. It also specifies aspects of the site activities that may have adverse impacts on the environment and identifies the controls that should be put in place to mitigate those impacts. These controls will be applied through all stages of the project and will fulfill the requirements of the UNOPS Environment Policy and environmental mainstreaming strategies.

UNOPS will conduct assessment of the local contractors for health and safety standards record and their readiness to follow it before engaging the, Moreover, there will be rigorous assessment of the contractors during the implementation phase.

C. Gender mainstreaming

Substantial efforts will be made to ensure a gender-sensitive approach is adopted during the implementation of the project activities. UNOPS has adopted gender equality and the empowerment of women as a cross-cutting objective in its interventions and is committed to supporting the achievement of Sustainable Development Goal 5 (SDGs). Therefore, UNOPS shall:

- Integrate gender perspectives into project planning, design and implementation;
- Identify and take measures to mitigate risks that could adversely impact men, women and children, as a result of project activities and;
- Identify opportunities for national capacity development on gender equality and the empowerment of women in project activities;

Based on UNOPS project management gender mainstreaming guidelines, the project will consider the following during the implementation:

- Encourage women's representation in all levels of project staffing, i.e. support level, technical and managerial level.
- Encourage women's representation in project decision-making including project board meetings, stakeholder meetings, and beneficiary assessments.

- Ensure that the project office and project worksite have sufficient provisions for resting and feeding areas for pregnant and nursing mothers, sanitary and water facilities specifically for women, and safe transport to work sites for women.
- Sensitize project staff to consider gender issues in their approach and interaction with each other.
- Ensure gender is embedded in highlight, quarterly and annual reports and that reporting includes gender disaggregated data.
- Built-in gender considerations to the risk assessment to ensure that vulnerable persons, such as pregnant employees, are not exposed to hazards that may be harmful to their condition.
- Ensure women’s representation in any need’s assessment surveys undertaken.
- Ensure that the completed project solution is easy to operate and maintain by both women and men (and ensure both women and men are included in Operation and Maintenance training).
- Ensure gender aspects are considered in designing project procurement needs, attracting women-owned/run businesses where available and possible, bid evaluation and contractor capacity building.
- Ensure that the partner and contractors are sensitized on employing and engaging women in their activities, equal pay for equal work, decent work conditions for women and a zero-tolerance policy on sexual harassment, violence, and abuse.

D. Roles and responsibilities for the infrastructure.

S.N	Activity	AFD / BIPSOT	EIF	UNOPS
	Preparatory phase			
1	Identification of requirements	C		R
3	Preparation of procurement plans			A, R
4	Procurement of design consultants		I	R, A
5	Technical and financial evaluation of bids received for design consultants	I	I	R
6	Concept and Detailed design of the facilities			R
7	Conduct design review process			R
8	Approval of concept and final designs for construction	R	I	
9	Obtain necessary approvals (building permit)	A, R	I	I
10	Avail land for all construction site	R, A		I
11	Conduct environmental assessment	C	I	R
	Procurement of works contract			
1	Preparation of Solicitation Documents			R
2	Management of Solicitation process (RFQ/ITB/eTendering)	I	I	R
3	Conduction of pre bid meetings with prospective bidders and issue of minutes/clarifications			R
4	Clarify technical matters raised by bidders			R

S.N	Activity	AFD / BIPSOT	EIF	UNOPS
5	Clarify matters related to solicitation documents and procurement process etc.			R
6	Receipt and opening of bids			R
7	Technical and financial evaluation of bids	I		R
8	Award of contract			R
9	Sign contracts with contractors	I	I	R
	Contract management			
1	Contract amendment			R, A
2	Progress monitoring		I	R
3	Contract Supervision / Quality assurance	I	I	R
4	Manage health, social, safety and environment requirements	I	I	R
5	Process interim payment certificates		I	R
6	Joint inspection to accept taking over of the facilities	I, C	I, C	R
7	Issue Taking Over certificate			R
8	Management of Defects Notification Period	C	I	R
9	Final inspection to release retention	I	I	R
10	Issue final completion certificate and release of retention			R
11	Payment to supplier as per the standard conditions of Contract			R
	Handover			
1	Review and approval of handover documents		R	
2	Handover of the facility to AFD/BIPSOT from UNOPS	R	C	R

R: Responsible

A: Accountable

C: Consulted

I: Informed

Activity 1.5 Defects Notification Period (DNP) Management

Once construction is completed, UNOPS technical staff will inspect the site, followed by a joint visit by UNOPS, EIF and AFD/BIPSOT/MES, to confirm that building and facilities are in proper order to be taken over. Necessary guides and SOPs will be prepared and shared for further reference.

Upon take-over of the facility, UNOPS will directly hand over the infrastructure to the AFD/BIPSOT/MES. However, after takeover, UNOPS will continue monitoring the infrastructure during the defect notification period for 12 months. During this time, works are inspected and the contractor is responsible for repairing any defects that may appear during this time. At the end of the DNP, UNOPS will release the retention amount and make final payments to the contractor.

Warranty for equipment will be handed over to AFD/BIPSOT.

Activity 1.6 procurement of essential furnitures

The newly built facility will be equipped with different furniture to make it usable. UNOPS will handle the procurement.

1.6.1 Items to be procured: based on the rooms size and number of people expected to be served in the facility, the following furniture item will be procured.

- A. Bed, chair and table - 60
- B. Cupboards - 60 or 6 closet (depending on the design)
- C. Bookshelves for the library - (2 m high, 5 m wide) - two
- D. Dining Tables - to accommodate 60 people
- E. Dining Chair- 60
- F. Sofa set - 1
- G. Chair for guest room - 10

1.6.2 Specification definition: The specifications of each furniture to be procured will be determined in consultation with the AFD/BIPSOT and end users (female army members) in line with the available budget.

1.6.3 procurement and Logistics management: The identification of supplier, contract management and quality assurance of the furnitures procured or manufactured will be carried out by UNOPS following its rules, regulations, policies and procedures. The supplier will deliver the products to AFD/BIPSOT compound and install the furniture in the designated spaces.

1.6.4 Roles and responsibilities for the procurement of furnitures

S/N	Description	AFD/ BIPSOT	UNOPS	REMARKS
1	Specification preparation	C	A, R	
2	Conduct procurement process		A, R	
3	Tender evaluation	I	R	
4	Award and issue contracts		R	
5	Import and customs clearance (If required)	I	R, A	
6	Delivery to Consignee Destination upon quality inspection		R	
7	Final inspection of items before handing over to the consignee		R	
8	Handing over to the consignee / End-user	C,I	R	

R: Responsible

A: Accountable

C: Consulted

I: Informed

3. Risk Management

S.N	Risk category	Risk description	Probability	Impact	Mitigation measures
1	Operational	Access to the compound (Construction site)	Low	High: Delay in project implementation	Develop agreed security access protocols with AFD/BIPSOT

S.N	Risk category	Risk description	Probability	Impact	Mitigation measures
		as that is in a military facility			
2	Operational	Rainy season may affect the foundation work	Medium	Low: Delay project implementation period	Finalize project agreement early so that project will commence before the monsoon season

4. PROJECT MANAGEMENT AND MONITORING TEAM STRUCTURE

4.1 Project Board

UNOPS will facilitate the appointment of the members of the Project Board which is an essential component for project management function. The Project Board will be comprised of three main elements, in accordance with PRINCE2 principles:

Project Executive: The Bangladesh office Country Manager will act as Project Executive throughout the lifecycle of the project. The Project Executive will have overall responsibility for the successful delivery of the project, in consultation with the Senior User and Senior Supplier.

Senior Users: The Senior Users represent the viewpoint and interests of donor(s) and the beneficiaries. In this project, AFD/BIPSOT will cover the role of senior users. The Senior User will confirm, during the course of the project, that activities conform to specified requirements, specifications and standards.

Senior Suppliers: The Senior Supplier will be EIF which will provide funding for this initiative and UNOPS vendors who produce and hand over project products.

Project Assurance: Project Assurance is a key aspect to successful delivery of a project. The responsibility for effective Project Assurance rests with the Project Board. The Project Executive, on behalf of the Project Board, will assign the UNOPS Bangladesh project support officer to facilitate overall Project Assurance. The Project support officer will monitor progress against the project work-plan, independent of the project management structure, and will report to the Executive routinely, and the Project Board as required, reinforcing findings against set milestones and targets.

The Project Manager: will be the main liaison between external groups, beneficiary groups, The responsible person to carry out activities and deliver results agreed. The PM will manage the finance, risk, issues, quality and timeline.

4.2 UNOPS project team structure

- A. Project Manager / Senior Engineer - will be responsible for the overall UNOPS activities.
- B. Site Engineer: a technical focal point who will be deployed to the site to make onsite progress review and hold stakeholder consultation. This person will look at the HSSE aspects of the project.
- C. Site Engineer Mechanical Electrical and Plumbing: will be a temporary contracted person technically assisting the site engineer.

4.3 Project Implementation Committee (PIC)

The committee's main function will be to share the findings of the Quarterly Reports as part of the Technical Assistance and to provide advice/recommendations on ways to overcome If there are problems/challenges in the implementation of the project. The Economic Relations Division of the Government of the People's Republic of Bangladesh and UNOPS will facilitate this meeting jointly.

The Project Implementation Committee (PIC) meeting will be held regularly every 3 (three) months; If the involvement of any ministry/department/organization is required in the project implementation stage; the appropriate representative of the concerned ministry/department/organization can be specially invited to the meeting of PIC; and the committee may co-opt appropriate representative members of any ministry/department/organization as required.

The PIC will include members from the:

- ERD
- AFD/BIPSOT and any other appropriate GoB representatives (to be defined)
- UNOPS
- EIF


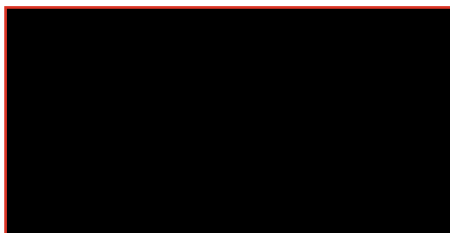
5. TIMELINE

The project duration is 36 months (24 months for construction and 12 months for defects notification period)

Task	Duration (Month)	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Total project period	36	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲
Agreement	0.45	▲											
Preliminary works	0.91	▲											
Procurement of design services	1.14	▲											
Design of facilities	4.77		▲	▲									
Procurement of works	2.73			▲									
Construction	14.68				▲	▲	▲	▲	▲				
Procurement of furniture	3							▲					
DNP Management (after const)	12									▲	▲	▲	▲

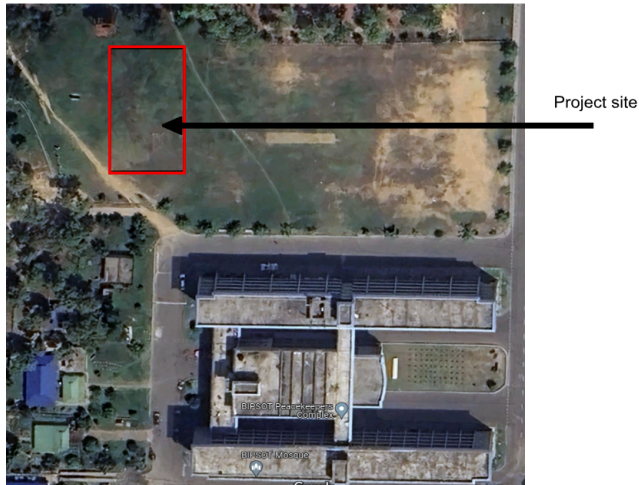
6. Budget

UNDG BUDGET CATEGORIES	UNOPS		UNDP		UN WOMEN		TOTAL	
	Joint SDG Fund (USD)	PUNO Contribution (USD)	Joint SDG Fund (USD)	PUNO Contribution (USD)	Joint SDG Fund (USD)	PUNO Contribution (USD)	Joint SDG Fund (USD)	PUNO Contribution (USD)
1. Staff and other personnel	175,043						175,043	
2. Supplies, Commodities, Materials	2,847						2,847	
3. Equipment, Vehicles, and Furniture (including Depreciation)	0						0	
4. Contractual services	703,200						703,200	
5. Travel	3,100						3,100	
6. Transfers and Grants to Counterparts	0						0	
7. General Operating and other Direct Costs	47,900						47,900	
Total Direct Costs	932,090						932,090	
8. Indirect Support Costs (Max. 7%)	65,246						65,246	
TOTAL Costs	997,336						997,336	-

Signature	Signature
	
<p>Sudhir Muralidharan Country Manager United Nations Office for Project Services, Bangladesh</p>	<p>Deborah Warren - Smith Manager Elsie Initiative Fund for Uniformed Women in Peace Operations</p>

Annex A Site map

The construction site is located 30 KM north of the Bangladesh Capital Dhaka in the BIPSOT with a geocoordinate of [24.088537, 90.443606](#)



Annex B

Proposed layout options for the facility

