

# Punjab Municipal Services Improvement Project

## TERMS OF REFERENCE

### 1. Background

The services of a consulting firm under the Project “*Punjab Municipal Services Improvement Project (PMSIP)*” are required to assist the Punjab Municipal Development Fund Company (PMDFC) and upto twenty five (25) participating Tehsil Municipal Administrations (TMAs) / Towns in preparation of a plan leading to prioritized list of municipal sectors and sub-projects and a structure plan.

### 2. Tasks

In order to prepare Plan for upto twenty five (25) selected TMAs, the consulting firm is required to undertake the following tasks:

#### 2.1 Data Collection

Planning and infrastructure information will be collected in the field, in close coordination with the TMAs and the constituent urban UCs. Apart from planning information such as city growth & directions, landuse, the Project will focus on water supply, sanitation, sewerage & drainage, solid waste management, roads, parks, slaughter houses, and fire-fighting equipment.

Data would be collected as per data collection formats and guidelines titles, ‘*Developing Strategies and Action Plans for Punjab Towns*’ provided by PMDFC.

#### 2.2 GIS Base Map Updation

Firm would be provided with digitized parcel layers of Satellite image of the town. Based on data collection process carried-out for the task 2.1 above, the Consultant will update base map. A sample base map would be provided by PMDFC as a reference.

#### 2.3 Data Analysis

The Firm will analyze the collected information for the municipal sectors mentioned above, and determine their current status. This will include existing municipal infrastructure, landuse & zones, identifying the directions of growth and implications for servicing the growing areas. Also included will be the analysis of the status, systems and skills of the TMA’s Planning Department, and the current capacity of Infrastructure & Services department. Firm will identify service delivery gaps and prepare projects pertaining to the improvements of municipal services.

#### 2.4 Descriptive GIS Maps

Based on data analysis exercise carried out for the task 2.3 above, the Firm will prepare Descriptive GIS maps of municipal services including: Land Use, Road Network, Water Supply, Sewerage, Solid Waste Management and Street Lights.

#### 2.5 Project Prioritization

After assessing the current situation and technical analysis, the Firm will develop list of development sub-projects in each municipal sector. The sectors and sub-projects will be got prioritized in stakeholders' consultative workshops. The firm will be responsible to conduct prioritization workshop in respective TMAs.

## 2.6 Structure Plan

Using the information gathered during the planning exercise the Firm will prepare a structure plan of the town. Firm will determine the growth trends and based on it will identify the most suitable growth strategy, will prepare population forecasts and determine the future area requirements based on the appropriate planning standards and design criteria. Future expansion areas will be determined and shown on the map. These areas will be integrated with the existing development and infrastructure facilities in the form of a Structure Plan of the Town. The plan period will be the next 20 years.

## 4. Deliverables

*Note: One Draft copy of each deliverable would be provided for approval before final deliverable is submitted by the consultant for requisite number of each deliverable.*

## 5. Time Frame

The Firm will complete the assignment for upto twenty five (25) TMAs in 6 months period after the award of work. It is expected that firm will work on number of TMAs simultaneously for which it would form appropriate number of teams.

<b>Deliverable No.</b>	<b>Deliverable</b>	<b>Quantity</b>
Deliverable One	Inception Report including work plan	1) Two Hard Copies 2) One Soft Copy
Deliverable Two	Report on Existing Status of the TMA/Town and Recommendations on development projects	1) Three Hard Copies 2) One Soft Copy
Deliverable Three	Report on Workshops on Prioritization	1) Three Hard Copies (A1 Size) 2) One Soft Copy
Deliverable Four	Structure Plan of the town	1) Three Hard Copies 2) One Soft Copy
Deliverable Five	GIS Based Maps (Land Use, Base Map, Water Supply Map, Road Hierarchy Map, Sewerage Map, Solid Waste Management Map)	1) Three Hard Copies of Each (A1 Size) 2) Soft Copy
Deliverable Six	Compiled Planning Report	1) Three Hard Copies 2) One Soft Copy