

MINUTES OF DISCUSSION
BASIC DESIGN STUDY ON THE PROJECT FOR
ESTABLISHMENT OF CARTOGRAPHIC CENTER
UNDER SURVEY OF BANGLADESH
IN THE PEOPLES' REPUBLIC OF BANGLADESH

In response to a request from the Government of the Peoples' Republic of Bangladesh, the Government of Japan decided to conduct a Basic Design Study on the Project for Establishment of Cartographic Center under Survey of Bangladesh (SOB) (hereinafter referred to as "the Project") and entrusted the study to the Japan International Cooperation Agency (JICA).

JICA sent to Bangladesh a study team, which is headed by Mr. Yuichi Sugano, First Project Study Division, Grant Aid Project Study Department, JICA, and is scheduled to stay in the country from July 14 to August 10, 1998.

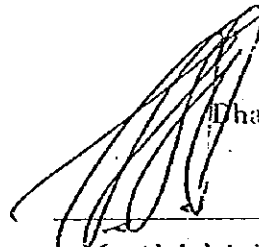
The team held discussions with the officials concerned of the Government of Bangladesh and conducted a field survey at the study area.

In the course of discussions and field survey, both parties have confirmed the main items described on the attached sheets. The team will proceed further works and prepare the Basic Design Study report.

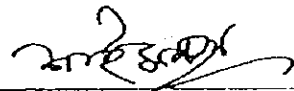
Dhaka, July 20, 1998



Mr. Yuichi Sugano
Leader
Basic Design Team
JICA



Mr. Abdul Aziz Sarkar
Deputy Secretary
Economic Relations Division



Mr. Shahedul Islam Mondal
Surveyor General
Survey of Bangladesh

1. Objective

The objective of the Project is to develop capacity of SOB in Cartographic field by installing the equipment for map printing, reproduction and geodetic survey.

1. Project site

The site of the Project is SOB.

3. Executing Agency

SOB is responsible for the administration and execution of the Project.

4. Items requested by the Government of Bangladesh

After discussions with the Basic Design Study Team, the following items including their installation were finally requested by Bangladesh side.

(1) Printing Machine

1) Offset Printing Machine (2 color)	2
2) Offset Proof Press	1

(2) Reproduction Equipment

1) Process Camera	1
2) Automatic Film Processor	1
3) Contact Printer	1
4) Automatic Printing Down Frame	1
5) Automatic PS Plate Processor	1

(3) GPS & Accessories

1) GPS Receiver with accessories	6 sets
2) Personal Computer with accessories	2 sets
3) Digital Level	2 sets

- | | |
|------------------|--------|
| 4) Total Station | 2 sets |
| 5) Transceiver | 7 sets |

(4) Auxiliary equipment

- 1) Air conditioner for printing room
- 2) Air conditioner for storage of survey equipment and materials

However, the final components of the Project will be decided after further studies.

5. Japan's Grant Aid System

- (1) The Government of Bangladesh has understood the system of Japanese grant aid explained by the team.
- (2) The Government of Bangladesh will take necessary measures, described in Annex for smooth implementation of the Project, on conditions that the Grant Aid Assistance by the Government of Japan is extended to the Project.

6. Schedule of the Study

- (1) The consultants will proceed to further studies in Bangladesh until August 10, 1998.
- (2) Based on the Minutes of Discussions and technical examination of the study results, JICA will complete the final report and send it to the Government of Bangladesh by March, 1999.

7. Other Relevant Issues

- (1) Bangladesh side agreed that the existing equipment replaced by the Project should be removed by SOB.
- (2) Bangladesh side agreed that improvement of the building and facilities necessary for the Project should be implemented by SOB.
- (3) Bangladesh side pointed out the need for dispatch of Japanese experts as well as technical training of counterpart personnel in Japan. They also understood that technical cooperation can not be requested in the Grant Aid system and that another official request should be submitted through diplomatic channels.

Annex 1

Japan's Grant Aid System

1. Grant Aid Procedures

(1) Japan's Grant Aid Program is executed through the following procedures.

- | | |
|------------------------------------|--|
| 1) Application | (Request made by a recipient country) |
| 2) Study | (Basic Design Study conducted by JICA) |
| 3) Appraisal and Approval | (Appraisal by the Government of Japan and approval by Cabinet) |
| 4) Determination of Implementation | (The Notes exchanged between the Governments of Japan and the recipient country) |

(2) Firstly, the application or request for a Grant Aid project submitted by a recipient country is examined by the Government of Japan (the Ministry of Foreign Affairs) to determine whether or not it is eligible for Grant Aid.

If the request is deemed appropriate, the Government of Japan assigns JICA (Japan International Cooperation Agency) to conduct a study on the request.

Secondly, JICA conducts the study (Basic Design Study), using (a) Japanese consulting firm(s).

Thirdly, the Government of Japan appraises the project to see whether or not it is suitable for Japan's Grant Aid Program, based on the Basic Design Study report prepared by JICA, and the results are then submitted to the Cabinet for approval.

Fourthly, the project, once approved by the Cabinet, becomes official with the Exchange of Notes signed by the Governments of Japan and the recipient country.

Finally, for the implementation of the project, JICA assists the recipient country in such matters as preparing tenders, contracts and so on.

2. Basic Design Study

(1) Contents of the Study

The aim of the Basic Design Study (hereafter referred to as "the Study"), conducted

by JICA on a requested project (hereafter referred to as "the Project") is to provide a basic document necessary for the appraisal of the Project by the Japanese Government.

The contents of the Study are as follows;

- 1) Confirmation of the background, objectives, and benefits of the requested Project and also institutional capacity of agencies concerned of the recipient country necessary for the Project's implementation.
- 2) Evaluation of the appropriateness of the Project to be implemented under the Grant Aid Scheme from a technical, social and economic point of view.
- 3) Confirmation of items agreed on by both parties concerning the basic concept of the Project.
- 4) Preparation of a basic design of the Project.
- 5) Estimation of costs of the Project.

The contents of the original request are not necessarily approved in their initial form as the contents of the Grant Aid project. The Basic Design of the Project is confirmed considering the guidelines of Japan's Grant Aid Scheme.

The Government of Japan requests the Government of the recipient country to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of the jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations of the recipient country through the Minutes of Discussions.

(2) Selection of Consultants

For smooth implementation of the Study, JICA uses (a) registered consultant firm(s). JICA select (a) firms(s) based on proposals submitted by interested firms. The firm(s) selected carry(ies) out a Basic Design Study and write(s) a report, based upon terms of reference set by JICA. The consulting firm(s) used for the Study is (are) recommended by JICA to the recipient country to also work on the Project's implementation after the Exchange of Notes, in order to maintain technical consistency and also to avoid any undue delay in implementation should the selection process be repeated.

3. Japan's Grant Aid Scheme

(1) What is Grant Aid?

The Grant Aid Program provides a recipient country with non-reimbursable funds to procure the facilities, equipment and services (engineering services and transportation of the products, etc.) for economic and social development of the country under the following principles in accordance with the relevant laws and regulations of Japan. Grant Aid is not supplied through the donation of materials as such.

(2) Exchange of Notes(E/N)

Japan's Grant Aid is extended in accordance with the Notes exchanged by both Governments, in which the objectives of the Project, period of execution, conditions and amount of the Grant Aid, etc., are confirmed.

(3) "The period of the Grant Aid"

"The period of the Grant Aid" means one Japanese fiscal year which the Cabinet approves the Project for. Within a single fiscal year, all procedures such as exchanging of the Notes, concluding contracts with (a) consultant firm(s) and (a) contractor(s) and making final payment to them must be completed.

However, in case of delays in delivery, installation or construction due to unforeseen factors such as weather, the period of the Grant Aid can be further extended for a maximum of one fiscal year at most by mutual agreement between both Governments.

(4) Products and services to be purchased

Under the Grant Aid, in principle, products and services to be purchased should be of origin of Japan or the recipient country.

When the two Governments deem it necessary, the Grant Aid may be used for the purchase of the products or services of a third country.

However, the prime contractors, namely, consulting, constructing and procurement firms, are limited to "Japanese nationals". (The term "Japanese nationals" means persons of Japanese nationality or Japanese corporations controlled by persons of

Japanese nationality.)

(5) Necessity of "Verification"

The Government of the recipient country or its designated authority will make contracts in Japanese yen with Japanese nationals. Those contracts shall be verified by the Government of Japan. This "Verification" is deemed necessary to secure accountability to Japanese taxpayers.

(6) Undertakings required of the Government of the Recipient Country

In the implementation of the Grant Aid project, the recipient country is required to undertake such necessary measures such as the following;

- 1) To secure land necessary for the sites of the Project and to clear, level and reclaim the land prior to commencement of the construction;
- 2) To provide facilities for the distribution of electricity, water supply and drainage and other incidental facilities in and around the sites;
- 3) To secure buildings prior to the procurement in case the installation of the equipment;
- 4) To ensure all the expenses and prompt execution for unloading, customs clearance at the port of disembarkation and internal transportation of the products purchased under the Grant Aid;
- 5) To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which will be imposed in the recipient country with respect to the supply of the products and services under the Verified Contracts;
- 6) To accord Japanese nationals whose services may be required in connection with the supply of the products and services under the verified contracts, such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work;
- 7) "Proper Use": The recipient country is required to maintain and use the facilities constructed and equipment purchased under the Grant Aid properly and effectively and to assign staff necessary for this operation and maintenance as well as to bear all the expenses other than those covered by the Grant Aid;
- 8) "Re-export": The products purchased under the Grant Aid should not be re-exported from the recipient country;
- 9) Banking Arrangements(B/A)
 - a) The Government of the recipient country or its designated authority should open an account in the name of the Government of the recipient country in an

authorized bank in Japan (hereinafter referred to as "the Bank"). The Government of Japan will execute the Grant Aid by making payments in Japanese yen to cover the obligations incurred by the Government of the recipient country or its designated authority under the Verified Contracts.

b) The payments will be made when payment requests are presented by the Bank to the Government of Japan under an authorization to pay issued by the Government of the recipient country or its designated authority.

4. Flow Chart of Japan's Grant Aid Procedures

The Flow Chart of Japan's Grant Aid Procedures is shown in attached paper No.1.

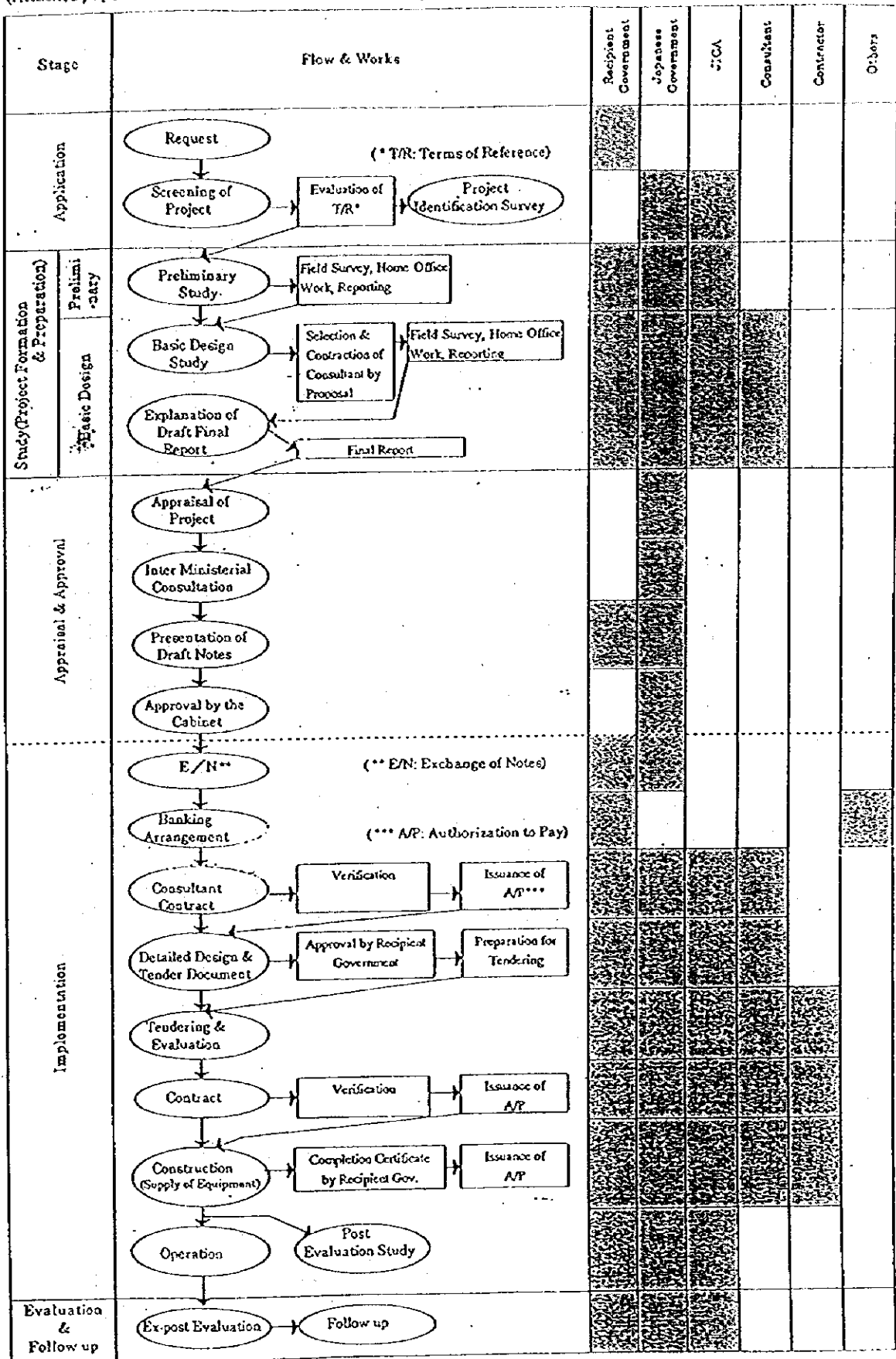
5. Major Undertaking to be taken by Each Government

The Table of Major Undertaking to be taken by Each Government is shown in attached paper No.2.



(Attached paper No. 1)

Flow Chart of Japan's Grant Aid Procedure



(Attached paper No.2) Major Undertaking to be taken by Each Government

No.	Items	Japanese Side	Recipient Side
1	To secure land		●
2	To clear, level and reclaim the site when needed		●
3	To construct gate and fences in and around the site		●
4	To construct the parking lot	●	
5	To construct roads		
	1) Within the site	●	
	2) Outside the site		●
6	To construct the buildings	●	
7	To provide facilities for the distribution of electricity, water supply, drainage and other incidental facilities		
	1) Electricity		
	a. The distributing line to the site		●
	b. The drop wiring and internal wiring within the site	●	
	c. The main circuit breaker and transformer	●	
	2) Water Supply		
	a. The city water distribution main to the site		●
	b. The supply system within the site (receiving and elevated tanks)	●	
	3) Drainage		
	a. The city drainage main (for storm, sewer and others) to the site		●
	b. The drainage system (for toilet sewer, ordinary waste, storm drainage and others) within the site	●	
	4) Gas Supply		
	a. The city gas main to the site		●
	b. The gas supply system within the site	●	
	5) Telephone System		
	a. The telephone trunk line to the main distribution frame / panel (MDF) of the building		●
	b. The MDF and the extension after the frame / panel	●	
	6) Furniture and Equipment		
	a. General furniture		●
	b. Project equipment	●	
8	To bear the following commission to the Japanese foreign exchange bank for the banking services based upon the B/A		
	1) Advising commission of A/P		●
	2) Payment commission		●
9	To ensure unloading and custom clearance at port of disembarkation in recipient country		
	1) Marine (Air) transportation of the products from Japan to the recipient country	●	
	2) Tax exemption and custom clearance of the products at the port of disembarkation		●
	3) Internal transportation from the port of disembarkation to the project site		●
10	To accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		●
11	To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the supply of the products and services under the verified contracts		●
12	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant		●
13	To bear all the expenses, other than those to be borne by the Grant, necessary for construction of the facilities as well as for the transportation and installation of the equipment		●

Annex 2

Necessary measures to be taken by the Government of Bangladesh in case Japan's Grant Aid is executed.

1. To secure the site for the Project.
2. To remove the existing equipment replaced by the Project.
3. To improve the building and facilities necessary for the Project.
4. To provide facilities for distribution of electricity, water supply, telephone, drainage, sewage and other incidental facilities to the Project site.
 - 1) Electricity distribution line to the site.
 - 2) Drainage to the site.
5. To bear commissions to Japanese bank for the banking services based upon Banking Arrangement.
6. To pay taxes and to take necessary measures for customs clearance of the materials and equipment brought for the Project at the port of disembarkation.
7. To accord Japanese Nationals whose services may be required in connection with the supply of products and the services under the verified contract such facilities as may be necessary for their entry into Bangladesh and stay therein for the performance of their work.
8. To maintain and use properly and effectively the facilities constructed and equipment purchased under the Grant.
9. To bear all expenses other than those to be borne by the Grant necessary for the execution of the Project .



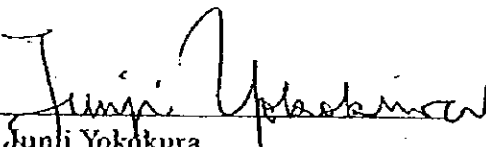
MINUTES OF DISCUSSIONS
ON
BASIC DESIGN STUDY
ON
THE PROJECT FOR ESTABLISHMENT OF CARTOGRAPHIC CENTER
UNDER SURVEY OF BANGLADESH
IN
THE PEOPLE'S REPUBLIC OF BANGLADESH
(CONSULTATION ON DRAFT REPORT)

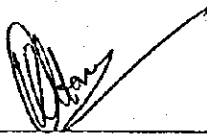
In July 1998, the Japan International Cooperation Agency (JICA) dispatched a Basic Design Study team on the Project for Establishment of Cartographic Center under Survey of Bangladesh (SOB) (hereafter referred to as " the Project"), and through discussions, field survey, and technical examination of the results in Japan, has prepared the draft report of the study.


In order to explain and to consult the Bangladesh side on the components of the draft report, JICA sent to the People's Republic of Bangladesh (hereafter referred to as "Bangladesh") a study team, which is headed by Mr. Junji Yokokura, Senior Assistant to Managing Director, Grant Aid Project Study Department, JICA, and is scheduled to stay in the country from October 25 to November 5, 1998.

As a result of discussions, both parties have confirmed the main items described on the attached sheets.

Dhaka, November 3, 1998


Mr. Junji Yokokura
Leader
Draft Basic Design Explanation Team
Japan International Cooperation Agency


Mr. Kamrul Hasan
Deputy Secretary
Economic Relations Division


Mr. Noor Muhammad Mian
Director
for Surveyor General
Survey of Bangladesh

ATTACHMENT

1. Components of draft report

The Government of Bangladesh has in principal agreed and accepted the components of the draft report proposed by the Team. The details of the components are described in ANNEX-I (The procurement of equipment).

2. Japan's Grant Aid System

- 1) The Government of Bangladesh has understood the system of Japan's Grant Aid explained by the team as described in ANNEX-II.
- 2) The Government of Bangladesh will take necessary measures, described in ANNEX-III for smooth implementation of the Project on condition that the Grant Aid by the Government of Japan is extended to the Project.

3. Further Schedule

JICA will make the final report in accordance with the confirmed items, and send it to the Government of Bangladesh around March, 1999.

4. Other Relevant Issues

- 1) Bangladesh side agreed that the existing equipment replaced by the project should be removed by SOB.
- 2) Bangladesh side agreed that improvement of the building and facilities necessary for the Project should be implemented by SOB.

ANNEX- 1

Table List of the Equipment

Item	Specification	Quantity
1) Offset Printing machine		
① 2-color offset press	Number of colors : 2 colors Printing size: (Max.) 700×1,020mm	1 unit
② Offset proof press	Printing size: (Max.) 730×1,030mm Paper size: (Max.) 760×1,060mm	1 unit
2) Offset process equipment		
① Process camera	Photographing size: A0 Size of originals: Reflection originals = 1,000×1,300mm Transparent originals = 900×1,200mm	1 unit
② Film processor	Film width: (Max.) over 960mm	1 unit
③ Film contact printer	Available size: over A0 size	1 unit
④ PS-plate printer	Effective printing size: Over A0 size = approx. 1,430×1,145mm	1 unit
⑤ PS-plate processor	Plate size: approx. Width = 254 –850mm,	1 unit
3) Survey equipment		
① GPS receiver	Dual-frequency GPS survey software	6 units 2 sets
② Micro computer	Note-type Windows 95 (English language) MS Office in English Printer: Inkjet-printer (Portable) Laser printer, up to A3 size	2 units 2 units 1 unit

Table List of the Equipment

Item	Specification	Quantity
③ Digital level	Standard deviation for 1km: 0.4mm	2 units
	Data collector & printer (English)	2 units
	Software for adjustment calculation	2 sets
④ Total station	Measurement accuracy: Angle = 1 sec. Distance = $\pm(2\text{mm} + 2\text{ppm})$	2 units
	Basic software (English)	2 sets
⑤ Transceiver	Frequency band: 400MHz Power output: 20w	7 units
4) Auxiliary equipment		
① Air-conditioner for Printing room - Printing room[1] - Printing room[2]	Equivalent to 800 - 900 kcal/m ³ Press Room : 13.5m × 13.7m × 3.5m = 650m ³ PS-plate Room: 8.6m × 5.2m × 3.5m = 160m ³ Dark room: 8.6m × 6.1m × 3.5m = 190m ³ Light room: 8.6m × 7.5m × 3.5m = 230m ³	1 set
② Air-conditioner for storage room of survey equipment and materials	Equivalent to 800 - 900 kcal/m ³ Storage Room: 4.4m × 6.0m × 3.5m = 90m ³	1 set
③ Photocopier	Paper size: (Max.) A3 Enlargement and reduction function: 50 - 200%	1 unit

Annex II

Japan's Grant Aid System**1. Grant Aid Procedures**

(1) Japan's Grant Aid Program is executed through the following procedures.

- | | |
|------------------------------------|--|
| 1) Application | (Request made by a recipient country) |
| 2) Study | (Basic Design Study conducted by JICA) |
| 3) Appraisal and Approval | (Appraisal by the Government of Japan and approval by Cabinet) |
| 4) Determination of Implementation | (The Notes exchanged between the Governments of Japan and the recipient country) |

(2) Firstly, the application or request for a Grant Aid project submitted by a recipient country is examined by the Government of Japan (the Ministry of Foreign Affairs) to determine whether or not it is eligible for Grant Aid.

If the request is deemed appropriate, the Government of Japan assigns JICA (Japan International Cooperation Agency) to conduct a study on the request.

Secondly, JICA conducts the study (Basic Design Study), using (a) Japanese consulting firm(s).

Thirdly, the Government of Japan appraises the project to see whether or not it is suitable for Japan's Grant Aid Program, based on the Basic Design Study report prepared by JICA, and the results are then submitted to the Cabinet for approval.

Fourthly, the project, once approved by the Cabinet, becomes official with the Exchange of Notes signed by the Governments of Japan and the recipient country.

Finally, for the implementation of the project, JICA assists the recipient country in such matters as preparing tenders, contracts and so on.

2. Basic Design Study**(1) Contents of the Study**

The aim of the Basic Design Study (hereafter referred to as "the Study"), conducted by

JICA on a requested project (hereafter referred to as "the Project") is to provide a basic document necessary for the appraisal of the Project by the Japanese Government.

The contents of the Study are as follows;

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- 2) Evaluation of the appropriateness of the Project to be implemented under the Grant Aid Scheme from a technical, social and economic point of view.
- 3) Confirmation of items agreed on by both parties concerning the basic concept of the Project.
- 4) Preparation of a basic design of the Project.
- 5) Estimation of costs of the Project.

The contents of the original request are not necessarily approved in their initial form as the contents of the Grant Aid project. The Basic Design of the Project is confirmed considering the guidelines of Japan's Grant Aid Scheme.

The Government of Japan requests the Government of the recipient country to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of the jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations of the recipient country through the Minutes of Discussions.

(2) Selection of Consultants

For smooth implementation of the Study, JICA uses (a) registered consultant firm(s). JICA select (a) firm(s) based on proposals submitted by interested firms. The firm(s) selected carry(ies) out a Basic Design Study and write(s) a report, based upon terms of reference set by JICA. The consulting firm(s) used for the Study is (are) recommended by JICA to the recipient country to also work on the Project's implementation after the Exchange of Notes, in order to maintain technical consistency and also to avoid any undue delay in implementation should the selection process be repeated.

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(1) What is Grant Aid?

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(2) Exchange of Notes (E/N)

Japan's Grant Aid is extended in accordance with the Notes exchanged by both Governments, in which the objectives of the Project, period of execution, conditions and amount of the Grant Aid, etc., are confirmed.

(3) "The period of the Grant Aid"

"The period of the Grant Aid" means one Japanese fiscal year which the Cabinet approves the Project for. Within a single fiscal year, all procedures such as exchanging of the Notes, concluding contracts with (a) consultant firm(s) and (a) contractor(s) and making final payment to them must be completed.

However, in case of delays in delivery, installation or construction due to unforeseen factors such as weather, the period of the Grant Aid can be further extended for a maximum of one fiscal year at most by mutual agreement between both Governments.

(4) Products and services to be purchased

Under the Grant Aid, in principle, products and services to be purchased should be of origin of Japan or the recipient country.

When the two Governments deem it necessary, the Grant Aid may be used for the purchase of the products or services of a third country.

However, the prime contractors, namely, consulting, constructing and procurement firms, are limited to "Japanese nationals". (Then term "Japanese nationals" means persons of Japanese nationality or Japanese corporations controlled by persons of Japanese nationality.)

(5)Necessity of "Verification"

The Government of the recipient country or its designated authority will make contracts in Japanese yen with Japanese nationals. Those contracts shall be verified by the Government of Japan. This "Verification" is deemed necessary to secure accountability to Japanese taxpayers.

(6)Undertakings required of the Government of the Recipient Country

In the implementation of the Grant Aid project, the recipient country is required to undertake such necessary measures such as the following;

- 1)To secure land necessary for the sites of the Project and to clear, level and reclaim the land prior to commencement of the construction;
- 2)To provide facilities for the distribution of electricity, water supply and drainage and other incidental facilities in and around the sites;
- 3)To secure buildings prior to the procurement in case the installation of the equipment;
- 4)To ensure all the expenses and prompt execution for unloading, customs clearance at the port of disembarkation and internal transportation of the products purchased under the Grant Aid;
- 5)To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which will be imposed in the recipient country with respect to the supply of the products and services under the Verified Contracts;
- 6)To accord Japanese nationals whose services may be required in connection with the supply of the products and services under the verified contracts, such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work;
- 7)"Proper Use": The recipient country is required to maintain and use the facilities constructed and equipment purchased under the Grant Aid properly and effectively and to assign staff necessary for this operation and maintenance as well as to bear all the expenses other than those covered by the Grant Aid;
- 8)"Re-export": The products purchased under the Grant Aid should not be re-exported from the recipient country;

9)Banking Arrangements(B/A)

- a)The Government of the recipient country or its designated authority should open an account in the name of the Government of the recipient country in an authorized bank in Japan (hereinafter referred to as "the Bank"). The Government of Japan will execute the Grant Aid by making payments in Japanese yen to cover the

obligations incurred by the Government of the recipient country or its designated authority under the Verified Contracts.

b)The payments will be made when payment requests are presented by the Bank to Government of Japan under an authorization to pay issued by the Government of the recipient country or its designated authority.

4.Flow Chart of Japan's Grant Aid Procedures

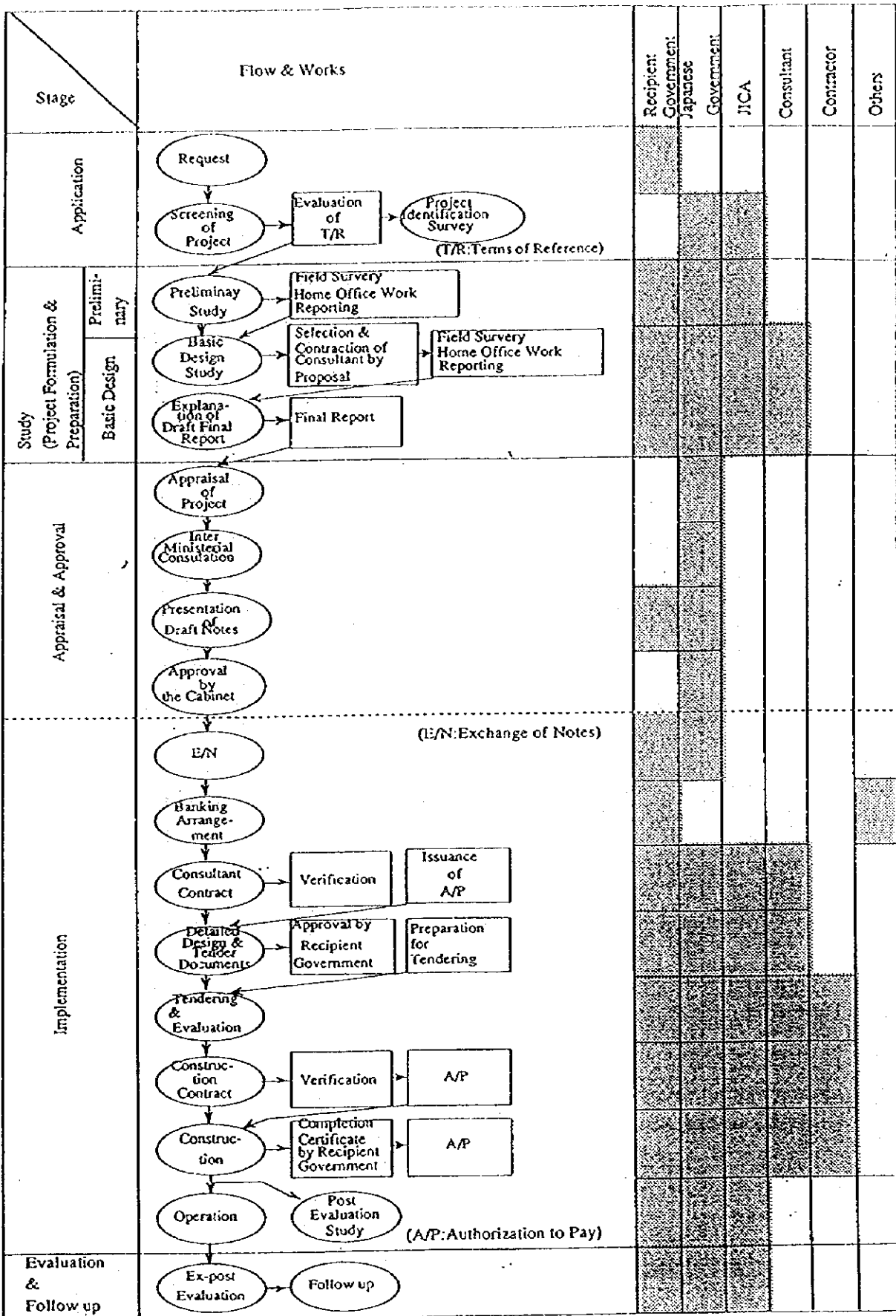
The Flow Chart of Japan's Grant Aid Procedures is shown in attached paper No.1.

5.Major Undertaking to be taken by Each Government

The Table of Major Undertaking to be taken by Each Government is shown in attached paper No.2.

Flow Chart of Japan's Grant Aid Procedures

21/23



Major Undertaking to be taken by Each Government

22/23

No.	Items	To be covered by Grant Aid	To be covered by Recipient Side
1	To secure land		•
2	To clear, level and reclaim the site when needed		•
3	To construct gates and fences in and around the site		•
4	To construct the parking lot	•	
5	To construct roads		
	1) Within the site	•	
	2) Outside the site		•
6	To construct the buildings	•	
7	To provide facilities for the distribution of electricity, water supply, drainage and other incidental facilities		
	1) Electricity		
	a. The distributing line to the site		•
	b. The drop wiring and internal wiring within the site	•	
	c. The main circuit-breaker and transformer	•	
	2) Water Supply		
	a. The city water distribution main to the site		•
	b. The supply system within the site (receiving and elevated tanks)	•	
	3) Drainage		
	a. The city drainage main (for storm, sewer and others) to the site		•
	b. The drainage system (for toilet sewer, ordinary waste, storm drainage and others) within the site	•	
	4) Gas Supply		
	a. The city gas main to the site		•
	b. The gas supply system within the site	•	
	5) Telephone System		
	a. The telephone trunk line to the main distribution frame/panel (MDF) of the building		•
	b. The MDF and the extension after the frame/panel	•	
	6) Furniture and Equipment		
	a. General furniture		•
	b. Project equipment	•	
8	To bear the following commissions to the Japanese foreign exchange bank for the banking services based upon the B/A		
	1) Advising commission of A/P		•
	2) Payment commission		•
9	To ensure unloading and customs clearance at port of disembarkation in recipient country		
	1) Marine (Air) transportation of the products from Japan to the recipient country	•	
	2) Tax exemption and custom clearance of the products at the port of disembarkation		•
	3) Internal transportation from the port of disembarkation to the project site		•
10	To accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work.		•
11	To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the supply of the products and services under the verified contracts.		•
12	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant.		•
13	To bear all the expenses, other than those to be borne by the Grant, necessary for construction of the facilities as well as for the transportation and installation of the equipment.		•

Annex III

Necessary measures to be taken by the Government of Bangladesh in case Japan's Grant Aid is executed

1. To secure the site for the Project.
2. To remove the existing equipment replaced by the Project.
3. To improve the building and facilities necessary for the Project.
4. To provide facilities for distribution of electricity, water supply, telephone, drainage, sewage and other incidental facilities to the Project site.
5. To bear commissions to Japanese bank for the banking services based upon Banking Arrangement.
6. To pay taxes and to take necessary measures for customs clearance of the materials and equipment brought for the Project at the port of disembarkation.
7. To accord Japanese Nationals whose services may be required in connection with the supply of products and the services under the verified contract such facilities as may be necessary for their entry into Bangladesh and stay therein for the performance of their work.
8. To maintain and use properly and effectively the facilities constructed and equipment purchased under the Grant.
9. To bear all expenses other than those to be borne by the Grant necessary for the execution of the Project.

Appendix-5 Cost Estimation borne by the Recipient Country

Main cost borne by the Bangladesh side consists of arrangement of facilities for storage and installation of the equipment.

Table: The breakdown of the cost estimation borne by the Bangladesh side

Item	Cost(1,000 Taka)
Arrangement of Facilities for the Equipment	1,505

As for the facilities for storage and installation of the equipment for the Project, 2 rooms in the building of Litho Printing Office will be allotted for the printing equipment where is located at the west side of the SOB main building. And a room at the 3rd floor of the main building will be allotted for the survey equipment. The breakdown of the cost for the arrangement of the facilities is as follows.

Table: The breakdown of the cost estimation for the arrangement of the facilities

Item	Cost(Taka)
(1) Printing Room [1]	
1) Partition (newly-creating wall)	253,947.34
2) New ceiling (3.5m height)	294,880.00
3) Wall and ceiling improvement	11,343.00
4) Floor improvement (including leveling)	190,120.00
Sub-total	750,290.34
(2) Printing Room [2]	
1) Partition (newly-creating wall)	195,130.34
2) Dark room improvement (dark room)	251,812.00
3) Wall and ceiling improvement	9,751.00
4) Floor improvement (removal of old rails and leveling)	162,378.00
5) New entrance for Process Camera (more than 2 m wide)	64,476.00
Sub-total	683,547.34
(3) Storeroom of Survey Equipment and Materials	
1) Wall and ceiling improvement	1,512.00
2) Floor improvement	25,175.00
3) New shelf for storage of the equipment	30,253.00
Sub-total	56,940.00
(4) Removal of existing equipment	13,776.84
Total	1,504,554.53

Appendix-8 Actual Budget of SOB

Actual Expenditure of SOB

(in Taka)

Name of the Office	Financial Year	Officers Salary	Establishment Salary	Allowance	Contingency	Total
Surveyor General Office	93-94	596,892.00	3,149,415.00	2,597,882.00	8,705,358.00	15,049,547.00
	94-95	667,934.00	3,006,394.00	2,628,081.00	5,820,399.00	12,122,808.00
	95-96	603,039.00	3,361,017.00	2,721,352.00	10,230,022.00	16,915,430.00
	96-97	676,767.00	3,310,133.00	2,767,655.00	8,163,714.00	14,918,269.00
	97-98	920,310.00	3,901,460.00	3,074,515.00	8,326,747.00	16,223,032.00
Litho-Printing Office	93-94	162,660.00	4,865,834.00	3,806,231.00	411,170.00	9,245,895.00
	94-95	171,797.00	5,250,198.00	4,175,190.00	352,389.00	9,949,574.00
	95-96	191,882.00	5,353,877.00	2,840,485.00	139,256.00	8,525,500.00
	96-97	198,086.00	5,729,539.00	3,299,934.00	278,031.00	9,505,590.00
97-98	220,089.00	6,653,539.00	3,458,243.00	189,753.00	10,521,629.00	
Defence Survey Directorate including its Units	93-94	426,892.00	7,584,981.00	8,635,963.00	642,491.00	17,290,327.00
	94-95	442,981.00	7,564,416.00	8,001,043.00	724,667.00	16,733,107.00
	95-96	408,060.00	6,428,125.00	5,096,994.00	508,195.00	12,441,374.00
	96-97	544,980.00	5,982,269.00	4,405,632.00	565,783.00	11,498,664.00
	97-98	657,341.00	6,829,611.00	4,777,862.00	775,714.00	13,040,528.00
Development Survey Directorate including its Units	93-94	661,725.00	10,407,729.00	12,574,070.00	532,221.00	24,175,745.00
	94-95	783,902.00	9,790,876.00	11,427,004.00	460,792.00	22,462,574.00
	95-96	551,007.00	8,191,095.00	5,926,148.00	229,905.00	14,898,155.00
	96-97	596,884.00	7,396,508.00	5,531,162.00	363,958.00	13,888,512.00
	97-98	501,764.00	8,287,913.00	5,690,540.00	191,021.00	14,671,238.00
Total	93-94	1,848,169.00	26,007,959.00	27,614,146.00	10,291,240.00	65,761,514.00
	94-95	2,066,614.00	25,611,884.00	26,231,318.00	7,358,247.00	61,268,063.00
	95-96	1,753,988.00	23,334,114.00	16,584,979.00	11,107,378.00	52,780,459.00
	96-97	2,016,717.00	22,418,449.00	16,004,883.00	9,371,486.00	49,811,035.00
97-98	2,299,504.00	25,672,523.00	17,001,165.00	9,483,235.00	54,456,427.00	

Appendix-7 List of References

No	Title	Publisher	Year Of Issue
1	The Customs Act, 1969 (Act No. IV of 1969)	NEW WARSI Book Corporation	1997
2	Value Added Tax Law, 1991 (Act 22 of 1991)	AMIN Book House	1998
3	Export Policy 1995-97	Ministry of Commerce	1996
4	Labor & Industry Law	M/S ALAM Book House	1997
5	The Fifth Five Year Plan (1997-2002)	Planning Commission Ministry of Planning	1998
6	1993 Statistical Yearbook of Bangladesh	Bangladesh Bureau of Statistics, Ministry of Planning	1994
7	1994 Statistical Yearbook of Bangladesh	Bangladesh Bureau of Statistics, MOP	1995
8	1995 Statistical Yearbook of Bangladesh	Bangladesh Bureau of Statistics, MOP	1996
9	1996 Statistical Yearbook of Bangladesh	Bangladesh Bureau of Statistics, MOP	1997
10	1997 Statistical Yearbook of Bangladesh	Bangladesh Bureau of Statistics, MOP	1998
11	Bangladesh Population Census 1991 -Volume 1- Analytical Report	Bangladesh Bureau of Statistics, MOP	1994
12	Bangladesh Population Census 1991 -Volume 2- Union Statistics	Bangladesh Bureau of Statistics, MOP	1993
13	Bangladesh Population Census 1991 -Volume 3- Urban Area Report	Bangladesh Bureau of Statistics, MOP	1997
14	Environment : Facing the 21st Century	Society for Environment and Human Development	1998
15	Bangladesh Economic Review	Finance Division, Ministry of Finance	1997
16	People, Development and Environment Complex Interlinkages in Bangladesh	IUCN - The World Conservation Union	1992

17	Income Tax Manual Part-1 (The Income Tax Ordinance, 1984) (XXXVI of '84)	National Board of Revenue	1996
18	Income Tax Manual Part-1 (As amended up to January, 1993)	National Board of Revenue	1992
19	Bangladesh '97 Statistical Pocketbook	Bangladesh Bureau of Statistics, MOP	1998
20	Rural Employment Sector Programme II Bangladesh (Annual Progress Report) July 1, 1995 - June 30, 1996	Rural Development & Cooperative, Ministry of Local Government	1996
21	Laws Regulating Environment in Bangladesh	Bangladesh Environmental Lawyers Association (BELA)	1996
22	Bangladesh Expenditure Review	World Bank	1996
23	1994 Map Catalogue	SOB	1994
24	Bangladesh Map (1/1,000,000)	SOB	1989
25	Bangladesh showing Ancient Monuments (1/1,000,000)	SOB	-
26	Bangladesh Map	SOB	1992
27	Index Sheets of Bangladesh (1/25,000)	SOB	1998
28	Dhaka Guide Map (1/20,000)	SOB	1987
29	Bangladesh Showing Communications	SOB	1988
30	Bangladesh Seaboard Map (1/10,000)	SOB	1996
31	SOB Organization Chart	SOB	1998



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