

Appendices

1. Member List of the Study Team
2. Study Schedule
3. List of Parties Concerned
4. Minutes of Discussions
 - (1) Basic Design Study
 - (2) Explanation of Draft Basic Design
5. Cost Estimation Borne by the Recipient Country
6. Examination of Requested Equipment
7. Equipment Distribution Plan
8. Site Survey Drawing
9. Soil Investigation

1. Member List of the Study Team

1. Member List of the Study Team

(1) Basic Design Study

1.	Mr. Kazumi JIGAMI	Team Leader	Second Project Management Division Grant Aid Management Department Japan International Cooperation Agency (JICA)
2.	Mr. Hisashi NOGUCHI	Grant Aid Cooperation	Grant Aid Division, Economic Cooperation Bureau, Ministry of Foreign Affairs
3.	Mr. Akiko KAWATA	Program Coordinator	Second Project Management Division Grant Aid Management Department Japan International Cooperation Agency (JICA)
4.	Mr. Takanori TANAKA	Project Manager / Architectural Planner	Yamashita Sekkei Inc.
5.	Mr. Tadayoshi TSUMOTO	Architectural Designer	Ditto
6.	Mr. Kazuhiko KON	Facilities and Utilities Planner	Ditto
7.	Mr. Kazuhiko KOYASU	Equipment Planner	Ditto
8.	Mr. Takaaki Miura	Procurement and Cost Planner	Ditto

(2) Explanation of Draft Basic Design

1	Mr. Motoyuki UEGAKI	Team Leader	Office of Technical Coordination and Examination Grant Aid Management Department Japan International Cooperation Agency (JICA)
2	Mr. Takanori TANAKA	Project Manager/ Architectural Planner	Yamashita Sekkei Inc.
3	Mr. Tadayoshi TSUMOTO	Architectural Designer	Ditto
4	Mr. Kazuhiko KOYASU	Equipment Planner	Ditto

2. Study Schedule

2. Study Schedule

Basic Design Study (May 27, 2002 to June 25, 2002)

No	Date	Place	Officials	Consultant and Activities				
				Project Manager	Equipment Planner	Architectural Planner	Utility Planner	Cost and Procurement Planner
1.	May 27 (Mon)			• Lv. Tokyo Arr. Bangkok				
2.	May 28 (Tue)	Bangkok		• Courtesy call to the Embassy of Japan and JICA Bangkok office • Courtesy call to Ministry of Labor and Social Welfare, OCRDP				
3.	May 29 (Wed)	Bangkok		• Meeting with OCRDP (Explanation of the Inception Report, Submission of Questionnaire, Discuss the Survey Schedule) • Courtesy call to ESCAP				
4.	May 30 (Thu)	Bangkok		• Visit and confirmation of Project site • Meeting with OCRDP (Project Scheme) • Visit local consultant, construction company and supplier to fill Questionnaire				
5.	May 31 (Fri)	Bangkok		• Visit Mehidol College • Discussion with OCRDP/ Experts • Site survey				
6.	June 1 (Sat)	Bangkok	• Lv. Tokyo • Arr. Bangkok	• Analysis of collected data • Prepare schematic design • Meeting within the Team				
7.	June 2 (Sun)	Bangkok						
8.	June 3 (Mon)	Bangkok	• Courtesy call to JICA office and Embassy of Japan • Courtesy call to DTEC, OCRDP and DPW, Visit the Project site					
9.	June 4 (Tue)	Bangkok	• Discussion with DPW, Committee for APCD(Grant Aid Scheme) • Meeting within the Team			• Survey for infrastructure • Market Research		
10.	June 5 (Wed)	Bangkok	• Discussion with OCRDP (Implementation of Project)			• Survey for infrastructure • Market Research		
11.	June 6 (Thu)	Bangkok	• Visit Redemprist Vocational school for the Disabled • Meeting within the Team					
12.	June 7 (Fri)	Bangkok	• Meeting on Minutes of Discussion with OCRDP and Committee for APCD			• Contract of Soil Investigation • Market Research		
13.	June 8 (Sat)	Bangkok	• Meeting within the team					
14.	June 9 (Sun)	Bangkok	• Preparation of Minutes of discussion					
15.	June 10 (Mon)	Bangkok	• Signing of Minutes of Discussion • Report to JICA Bangkok office			• Discussion with DPW planning Dept. • Arrange Soil Investigation •Market Research		
16.	June 11 (Tue)	Bangkok	• Lv. Bangkok • Arr. Tokyo	• Visit disability related institutions	• Research on Construction			
17.	June 12 (Wed)	Bangkok		• Visit disability related institutions • Prepare schematic plan	• Research on Construction			
18.	June 13 (Thu)	Bangkok		• Visit disability related institutions	• Research on Construction			
19.	June 14 (Fri)	Bangkok		• Discussion with OCRDP on schematic design • Visit NECTEC • Prepare schematic plan			• Survey for infrastructure • Market Research	
20.	June 15 (Sat)	Bangkok		• Analysis on collected data • Prepare additional question • Prepare schematic plan			• Lv. Bangkok • Arr. Tokyo	
21.	June 16 (Sun)	Bangkok						
22.	June 17 (Mon)	Bangkok		• Discussion with OCRDP on schematic plan			• Market Research	
23.	June 18 (Tue)	Bangkok		• Prepare schematic plan and report				
24.	June 19 (Wed)	Bangkok		• Explanation of schematic plan • Visit and Report to DTEC				
25.	June 20 (Thu)	Bangkok		• Visit disability related institutions	• Market Research		• Market Research	
26.	June 21 (Fri)	Bangkok		• Visit and Report to Experts • Adjust schematic plan	• Lv. Bangkok • Arr. Tokyo		• Lv. Bangkok • Arr. Tokyo	
27.	June 22 (Sat)	Bangkok		• Analysis on collected data • Meeting within team				
28.	June 23 (Sun)	Bangkok		• Report to JICA Bangkok office				
29.	June 24 (Mon)	Bangkok		• Visit and Report to OCRDP				
30.	June 25 (Tue)		• Lv. Bangkok • Arr. Tokyo					

DPW : Department of Public Welfare

ESCAP : UN Economic and Social Commission for Asia and the Pacific

DTEC : Department of Technical and Economic Cooperation

MLSW : Ministry of Labour and Social Welfare

OCRDP : Office of the Committee on Rehabilitation of Disabled Persons

(2) Basic Design Study (October 13, 2002 to October 22, 2002)

No.	Date	Place	Officials	Consultant and Activities		
				Project Manager	Architectural Planner	Equipment Planner
1	October 13 (Sun)		/	• Lv. Tokyo Arr. Bangkok		
2	October 14 (Mon)	Bangkok		• Courtesy call to JICA Bangkok office and the Embassy of Japan • Meeting with Technical Corporation Team • Courtesy call to OCRDP (Explanation of the Draft Report)		
3	October 15 (Tue)	Bangkok		• Discussion with OCRDP / Committee for APCD on Minits on Basic Design of Building and Equipment • Discussion with OCRDP on impelementation of the Project		
4	October 16 (Wed)	Bangkok	• Lv. Tokyo Arr. Bangkok • Meeting at JICA Thai Office	• Visit the Project site • Meeting with Local Consultant, Suppremental research on Construction / Equipment		
5	October 17 (Thu)	Bangkok	• Discussion with OCRDP on Minutes of Discussion • Meeting with Local Contractor for Site Clearance • Suppremental research on Construction/Equipment			
6	October 18 (Fri)	Bangkok	• Additional clarification on Minutes of Discussion • Signing of Minutes of Discussion • Report to JICA Bangkok office and Embassy of Japan			
7	October 19 (Sat)	Bangkok	•Suppremental research on Construction		• Lv. Bangkok • Arr. Tokyo	
8	October 20 (Sun)	Bangkok	• Meeting within Team, Analysis on collected data		/	
9	October 21 (Mon)	Bangkok	• Lv. Bangkok	• Discussion with DPW planning Dept. on Building Regulations • Meetingn with OCRDP • Suppremental research on construction		
10	October 22 (Sun)	Bangkok		• Lv. Bangkok • Arr. Tokyo		

DPW : Department of Public Welfare

OCRDP : Office of the Committee on Rehabilitation of Disabled Persons

3. List of Parties Concerned

3 . List of Party Concerned in the Recipient Country

Department of Technical Economic Cooperation (DTEC)

Mr. Banchong Amornchewin	Japan Sub-division	Chief
Ms. Hataichanok Sirwadhanakul	Japan Sub-division	Program Office

Ministry of Labor and Social Welfare

Ms. Surapee Vasinonta	Department of Public Welfare (DPW)	Deputy Director-General
Ms. Ormporn Nithayasuthi	OCRDP, DPW	Director
Ms. Saranpat Anumatrajki	OCRDP, DPW	Social Worker
Ms. Jinda Poraratanasiri	Division of Planning and Survey, DPW	Architect
Mr. Thongchai Tougma	Division of Planning and Survey, DPW	Architect
Mr. Wuffipen Tzntivong	Division of Planning and Survey, DPW	Civil Engineer
Mr. Somkanay Charitngam	Division of Planning and Survey, DPW	Civil Engineer

Sub-committee for the Asia-Pacific Development Center on Disability (APDCD)

Ms. Benja Chonlathanon	Rejabhat Institute Suan Dusit	Director
Mr. Prapote Petrakard	Foundation for Children with Disabilities	Committee Chairperson
Ms. Patariya Jaruthat	Director	Sirindhorn National Medical Rehabilitation Center
Mr. Monthian Boontan	Deputy Director (until March 2002)	Ratchasuda College
Mr. Narong Patibatsorakit	Chairman	Thai with Disability Foundation
Mr. Udom Pejarasangharn	Chairperson	Rajanukul Hospital Department of Mental Health
Mr. Topong Kulkhanchit	Regional Development Officer	Disabled People's International (DPI), Asia-Pacific Regional Office
Mr. Suporntum Mongkolsawadi	Principal	Redemptorist Vocational School for the Disabled
Mr. Surasak Chittasettakul	Committee Member	National Association of the Deaf in Thailand (NADT)
Mr. Prayat Punongong	Vice-Chairperson for South-East Asia	DPI Asia-Pacific Regional Council
Ms. Porntip Sansanakeat	Committee Member	National Association of the Deaf in Thailand (NADT)
Mr. Somchai Rungsilp	Rehabilitation Advisor	Handicapped International

National Association of the Deaf in Thailand

Ms. Surasaku Chittasettakul	Treasurer
Ms. Pong Pech	Secretary
Ms. Sitipong	Secretary

Association of Mentally Retarded

Ms. Daranee Thanabhumi	President	Association
Ms. Sirima siddhivam	Director	Center

Association of the Physically Handicapped in Thailand

Major Sirichai Subsiri President
Mr. Pratep Patumket Committee Member

Thailand Association of the Blind

Mr. Somchai President
Mr. Montian First Vice President
Mr. Viraj Sritulanond Adviser Chairman

Sirindhorn National Medical Rehabilitation Center

Mr. Piyavit Sorachaimetha Chief Prosthetic Unit

Katchasuda College, Mahidol University

Ms. Jitprapa Sri-on, Ph.D. Principal
Ms. Piyarat Nuchpongsai, Ph.D.

Katchasuda College, Mahidol University

Ms. Jitprapa Sri-on, Ph.D. Principal
Ms. Piyarat Nuchpongsai, Ph.D.

National Electronics and Computer Technology Center (NECTEC)

Ms. Wantanee Phantachat Chief of Assistive Technology Section

United Nations Economic and Social Commission for Asia and Pacific (ESCAP)

Mr. Yutaka Takamine Social Affairs Officer Social Development Division

Embassy of Japan in Thailand

Mr. Katsuhiko Iwai First Secretary
Mr. Naoki Ikuta Second Secretary

Japan International Cooperation Agency(JICA) Thailand Office

Mr. Shinya Nakai Resident Representative
Mr. Hiroaki Takashima Deputy Resident Representative
Mr. Yuichi Ohashi Assistant Resident Representative
Mr. Atsumo Iwai Assistant Resident Representative
Mr. Tatsuya Imai Assistant Resident Representative

JICA Expert

Mr. Akiie Ninomiya Expert, Team Leader
Ms. Naoko Ito Expert
Mr. Hisao Chiba Expert
Mr. Toshiyuki Okui Coordinator

4. Minutes of Discussions

(1) Basic Design Study

(2) Explanation of Draft Basic Design

**MINUTES OF DISCUSSIONS
ON THE BASIC DESIGN STUDY
ON THE PROJECT FOR THE CONSTRUCTION OF ASIA – PACIFIC
DEVELOPMENT CENTER ON DISABILITY
IN THE KINGDOM OF THAILAND**

In response to a request from the Government of the Kingdom of Thailand (hereinafter referred to as "Thailand"), the Government of Japan decided to conduct a Basic Design Study on the Project for the Construction of Asia-Pacific Development Center on Disability (hereinafter referred to as "the Project") and entrusted the study to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

JICA sent the Basic Design Study Team (hereinafter referred to as "the Team") headed by Mr. Kazumi Jigami, Director, Second Project Management Division, Grant Aid Management Department, JICA, and is scheduled to stay in Thailand from May 27 to June 25, 2002.


The Team held discussions with the officials concerned of the Government of Thailand (hereinafter referred to as "the Thai side") and conducted a field survey at the study area.

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

Bangkok, the Kingdom of Thailand, June 10, 2002



Mr. Kazumi Jigami
Leader
Basic Design Study Team
Japan International Cooperation Agency



Ms. Surapee Vasinonta
Deputy Director-General
Department of Public Welfare
Ministry of Labour and Social Welfare
The Kingdom of Thailand

ATTACHMENT

1. Objective of the Project

The objective of the Project is to promote empowerment of persons with disabilities and a barrier-free society through the Asia-Pacific Development Center on Disability (hereinafter referred to as "the Center") for developing countries in the Asia-Pacific region.

2. Project Site

The site of the Project is situated in Rajvithi Home for Girls, Rajvithi road, Rajthevi, Bangkok 10400, Thailand, as attached in Annex 1.

3. Responsible, Implementing and Administrative Agency

3-1. The Responsible Agency is Ministry of Labour and Social Welfare.

3-2. The Implementing Agency is Department of Public Welfare.

3-3. The Administrative Agency is the Office of the Committee for Rehabilitation of Disabled Persons.

4. Items requested by the Government of Thailand

After discussions with the Team, the facilities and equipment plan described in Annex-2 was finally requested by the Thai side. JICA will assess the appropriateness of the request and will recommend to the Government of Japan for approval.

5. Japan's Grant Aid Scheme

5-1. The Thai side understands the Japan's Grant Aid Scheme explained by the Team, as described in Annex-3.

5-2. The Thai side will take necessary measures described in Annex-4 for smooth implementation of the Project, as a condition for the Japanese Grant Aid to be implemented.

6. Schedule of the Study

6-1. The consultants will proceed to further studies in Thailand until June 25, 2002.

6-2. JICA will prepare the draft report in English and dispatch a mission in order to explain its contents around the end of August, 2002.

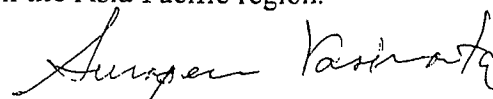
6-3. In case that the contents of the report is accepted in principle by the Government of Thailand, JICA will complete the final report and send it to the Government of Thailand around December, 2002.

7. Other relevant issues

7-1. Regional Cooperation

Both sides agreed that the beneficiary of the expected establishment of the Center would be persons with disabilities in the Asia-Pacific region.

Both sides agreed to design the Center as a barrier-free model in the Asia-Pacific region.



7-2. Site Clearance

The Thai side promised to ensure a site preparation for timely commencement of the construction of the Center.

7-3. Staff Assignment

The Thai side agreed to assign appropriate number of staff for management and operation of the Center.

7-4. Budget Allocation

The Thai side promised to allocate necessary budget for management and operation of the Center according to the Thai Cabinet Resolution dated July 31, 2001.

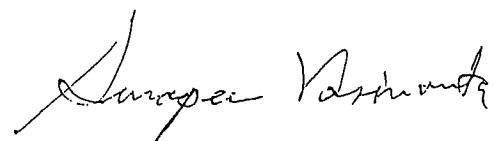
7-5. Tax Exemption and Custom Clearance

As specified in the Agreement on Technical Co-operation between the Government of Japan and the Government of Thailand signed on November 5, 1981, the Thai side agreed to exempt Japanese nationals from custom duties, internal taxes including VAT, and other fiscal levies which may be imposed in Thailand with respect to the supply of the products and services under the verified contracts.

7-6. Autonomous Public Organization

Under the Thai Government reform, which is expected to be completed by September 2002, the Center is likely to be supervised by a new disability-concerned department under the Ministry of Social Development and Human Security (soon to be approved by the Parliament). It is expected that the process of transforming the Center from a government agency to an autonomous public organization will take about 2 years.

- Annex-1 – Project Site
- Annex-2 – Building and Equipment Plan
- Annex-3 – Japan's Grant Aid Program
- Annex-4 – List of Major Undertakings to Be Taken by Each Government



Annex-1

STAFF QUARTER

TOILET

DPW'S 60 YEARS BUILDING

CANTEEN

NATIONAL COUNCIL OF SOCIAL WELFARE

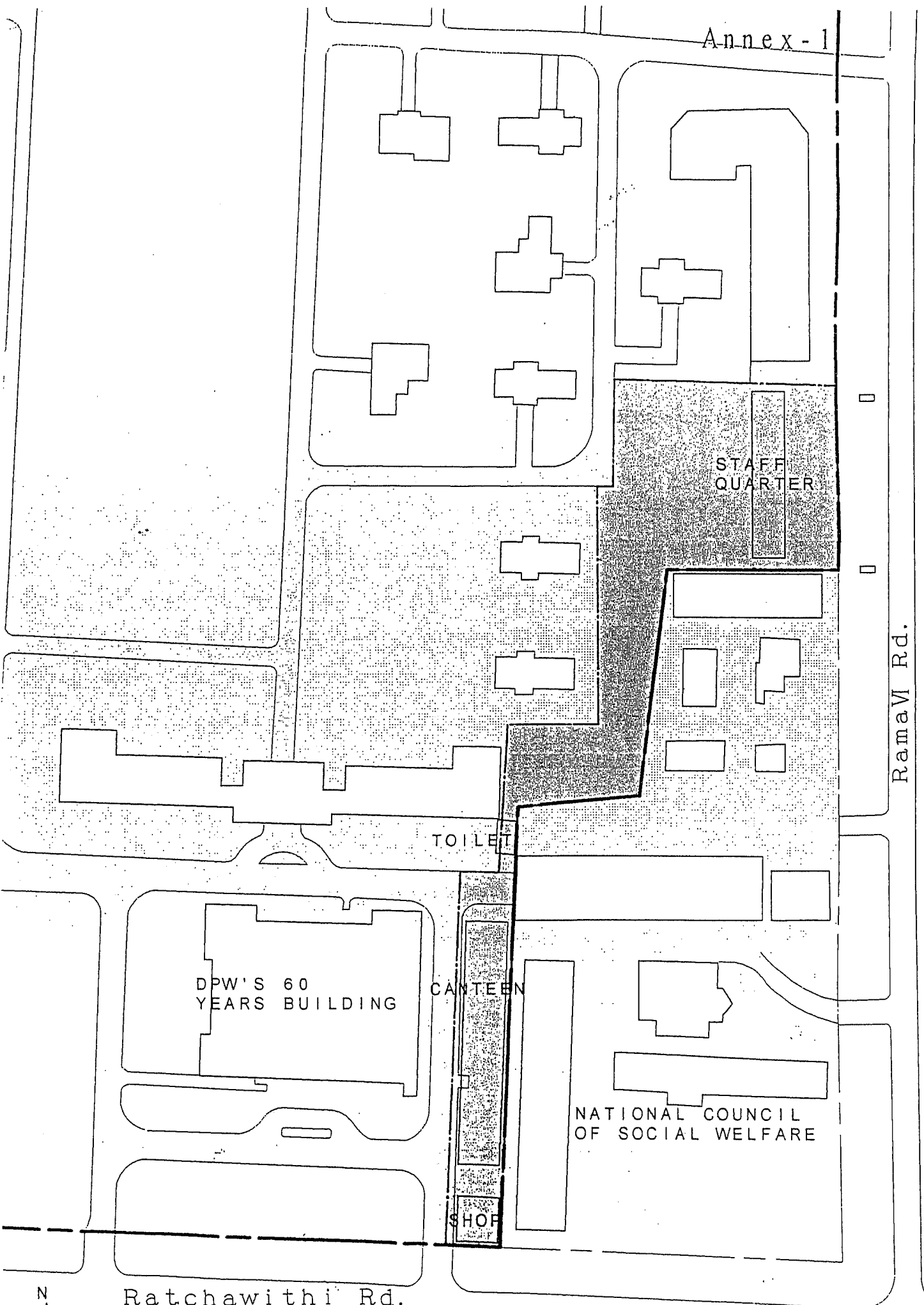
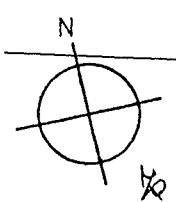
SHOP

Rama VI Rd.

Ratchawithi Rd.

PROJECT SITE

Suranga Pasimonty



Building and Equipment Plan

Both sides confirmed that the Center includes the following facilities.

1. Building
 - Multi-purpose hall
 - Training room(s)
 - Computer room
 - Information resource room
 - Hostel
 - Canteen
 - Administration office(s)
 - Other supportive facilities to operate building and provide services for the Center.
2. Equipment
 - Video presentation set, TV monitor & VTR set
 - PA set, Audio set
 - Computer set, Network set
 - Braille printer, Braille copy machine
 - Video editing system
 - Scanner, Laser printer, Photocopier
 - CCTV set
 - Whiteboard
 - Storage cabinet, Storage rack
 - Barrier-free designed furniture and accommodating facilities
 - Motorized wheelchair
 - Washing machine, Drying machine, Linen trolley, Laundry trolley
 - Refrigerator, Freezer, Food trolley
 - Bus with a lift
 - Diagnostic set, Maintenance tool set

The scope and details of the above items of building facilities and equipment shall be further discussed and decided by the both sides.

Japan's Grant Aid Program

1. Japan's Grant Aid Procedures

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

Application	(request made by a recipient country)
Study	(Basic Design Study conducted by JICA)
Appraisal & Approval	(appraisal by the Government of Japan and approval by the Cabinet of Japan)
Determination of Implementation	(Exchange of Notes between both Governments)
Implementation	(implementation of the Project)

(2) Firstly, an application or a request for a Grant Aid project submitted by the recipient country is examined by the Government of Japan (the Ministry of Foreign Affairs) to determine whether or not it is eligible for Japan's Grant Aid. If the request is deemed appropriate, the Government of Japan assigns JICA 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 approved by the cabinet becomes official with the Exchange of Notes signed by the Government of Japan and the recipient country.

Finally, for the implementation of the Project, JICA assists the recipient country in preparing contracts and so on.

2. Contents of the Study

(1) Contents of the Study

The purpose of the Basic Design Study conducted by JICA on a requested project is to provide a basic document necessary for appraisal of the project by the Japanese Government. The contents of the Study are as follows:

- a) confirmation of the background, objectives, benefits of the project and also institutional capacity of agencies concerned of the recipient country necessary for project implementation,
- b) evaluation of the appropriateness of the project for the Grant Aid Scheme from a technical, social and economical point of view,
- c) confirmation of items agreed on by the both parties concerning a basic concept of the project,
- d) preparation of a basic design of the project,
- e) estimation of cost 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.

Final project components are subject to approval by the Government of Japan and therefore may differ from an original request. Implementing the project, the Government of Japan requests the recipient country to take necessary measures involved which are itemized on Exchange of Notes.

(2) Selection of Consultants

For smooth implementation of the study, JICA uses (a) registered consulting firm(s). JICA selects (a) firm(s) based on the proposals submitted by the 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 a recipient country after 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 equipment and services (engineering services and transportation of the products, etc.) for economic and social development of the country under principles in accordance with relevant laws and regulations of Japan. The Grant Aid is not supplied through the donation of materials or such.

(2) Exchange of Notes (E/N)

Both Governments concerned extend Japan's Grant Aid in accordance with the Exchange of Notes 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" means one Japanese fiscal year which the Cabinet approves the Project for. Within the fiscal year, all procedure such as Exchange of Notes, concluding a contract with (a) consulting firm(s) and (a) contractor(s) and a 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 the two Governments.

(4) Under the Grant, in principle, products and services of origins of Japan or the recipient country are to be purchased.

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

However the prime contractors, namely, consulting, contractor 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 the "Verification"

The Government of the recipient country or its designated authority will conclude contracts denominated in Japanese yen with Japanese nationals. The Government of Japan shall verify those contracts. The "Verification" is deemed necessary to secure accountability to Japanese tax payers.

(6) Undertakings Required to the Government of the Recipient Country

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

- a) to secure land necessary for the sites of the Project,
- b) to provide facilities for distribution of electricity, water supply and drainage and other incidental facilities in and around the sites,
- c) to secure buildings prior to the installation work in case the project is providing equipment,
- d) to ensure all the expenses and prompt execution for unloading, customs clearance at the port of disembarkation of the products purchased under the Grant Aid,
- e) 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,
- f) 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 the equipment purchased under the Grant Aid properly and effectively and to assign staff necessary for the operation and maintenance as well as to bear all expenses deemed necessary other than those covered by the Grant Aid.

(8) Re-export

The products purchased under the Grant Aid shall not be re-exported from the recipient country.

(9) Banking Arrangement (B/A)

a) The Government of the recipient country or its designated authority shall open an account in the name of the Government of the recipient country in a bank in Japan. The Government of Japan will execute the Grant Aid by making payments in Japanese yen to cover the obligations incurred by 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.

(10) Authorization to Pay (A/P)

The Government of the recipient country should bear an advising commission of an Authorization to Pay and payment commissions to the Bank.

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Augusto Vasquez

Major Undertakings to be taken by Each Government (Construction)

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 building	●	
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/or 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) 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	●	
	5) Furniture and Equipment		
	a. General furniture		●
	b. Project furniture and equipment	●	
8	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		
	1) Advising commission of A/P		●
	2) Payment commission		●
9	To ensure prompt unloading and customs clearance at the port of disembarkation in recipient country		
	1) Marine(Air) transportation of the products from Japan to the recipient country	●	
	2) Tax exemption and customs 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 contract		●
12	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant Aid		●
13	To bear all the expenses deemed necessary, other than those to be borne by the Grant Aid, for construction of the facilities as well as for the transportation and installation of the equipment		●

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Suresh Vasthava

**MINUTES OF DISCUSSIONS
ON THE BASIC DESIGN STUDY ON
THE PROJECT FOR THE CONSTRUCTION OF
ASIA-PACIFIC DEVELOPMENT CENTER ON DISABILITY
IN THE KINGDOM OF THAILAND
(EXPLANATION ON DRAFT REPORT)**

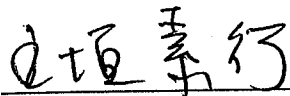
In June 2002, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Basic Design Study Team on the Project for the Construction of Asia-Pacific Development Center on Disability (hereinafter referred to as "the Project") to the Kingdom of Thailand (hereinafter referred to as "Thailand"), and through discussion, field survey, and technical examination of the results in Japan, JICA prepared a draft report of the Study.

In order to explain to and consult with the Government of Thailand (hereinafter referred to as "the Thai side") on components of the draft report, JICA sent to Thailand the Draft Report Explanation Team (hereinafter referred to as "the Team") headed by Mr. Motoyuki UEGAKI, Deputy Director of Office of Technical Cooperation and Examination, Grant Aid Management Department, JICA, from October 13 to 22, 2002.

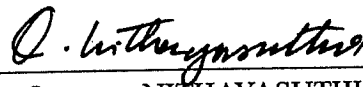
As a result of discussions, both parties confirmed the main items described on the attachment. The Team will proceed to further works and prepare the Basic Design Study Report.

October 18, 2002

Bangkok, the Kingdom of Thailand



Mr. Motoyuki UEGAKI
Leader
Draft Report Explanation Team
Japan International Cooperation Agency
Japan



Ms. Ormporn NITHAYASUTHI
Director
Office of the Commission and
Protection for Persons with Disabilities
Ministry of Social Development
and Human Security
The Kingdom of Thailand

1. Components of the Draft Report

The Thai side agreed and accepted in principle the components of the draft report explained by the Team.

2. Japan's Grant Aid Scheme

The Thai side understood the Japan's Grant Aid Scheme and the necessary measures to be taken by the Thai side, as explained by the Team and described in Annex-3 and Annex-4 of the Minutes of Discussions signed by both parties on June 10, 2002.

3. Site Clearance

Both sides reconfirmed that the Thai side will secure the site clearance including the removal of existing facilities for a timely commencement of the construction works.

4. Schedule of the Study

JICA will complete the final report in accordance with the confirmed items and send it to the Thai side in January 2003.

5. Other relevant issues

5-1 After public sector reforms in Thailand, the Responsible, Implementing and Administrative Agencies of the Project are tentatively entitled as follows;

- (1) Responsible Agency: Ministry of Social Development and Human Security
- (2) Implementing Agency: Bureau of the Commission and Protection for Children, Youth, Disadvantaged People, Persons with Disabilities and the Elderly
- (3) Administrative Agency: Office of the Commission and Protection for Persons with Disabilities

5-2 The Thai side agreed to assign appropriate number of staff for management and operation of the Center.

5-3 The Thai side promised to allocate necessary budget for management and operation of the Center according to the Thai Cabinet Resolution dated July 31, 2001.

5-4 Through the discussions, the Thai side requested the items described in Annex-1 to the Team as additional requirements for the Project and the Team ensured to consider them in Japan. The result of consideration for additional requests shall be informed to the Thai side by the final report.



Requests for Building and Equipment

1. Building
 - First aid station in Training Building
 - Enclosed and air conditioned environment in Canteen
 - Shower booths in nine (9) bathrooms instead of bath tubs

2. Equipment
 - Nine (9) Shower Chairs in shower booths

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5. Cost Estimation Borne by the Recipient Country

Item No.	Description	Req. Qty	Spare Parts or Consumables	Q'ty	Parts or Consumables Unit Price	1 Unit Total	Grand Total	
1	LCD projector	3	1. Halogen lamp	1	THB 19,687.50	THB 19,687.50	THB 59,062.50	1pc/year
2	Visual presenter	2	1. Lamp	1	THB 1,125.00	THB 1,125.00	THB 2,250.00	1set/year
3	Digital video camera	2	1. Mini-DV tape 2. Rechargeable battery pack 3. Memory card or stick	20	THB 281.25	THB 5,625.00	THB 11,250.00	20pcs/year
6	Overhead projector	1	1. Halogen lamp	1	THB 5,625.00	THB 5,625.00	THB 11,250.00	1pc/year
7	Speaker set, portable type	3	1. Battery set	1	THB 1,125.00	THB 1,125.00	THB 1,125.00	1pc/year
9	Conference set	1	1. Audio tape	1	THB 1,875.00	THB 1,875.00	THB 5,625.00	1set/year
10	Speaker set, wall mounted type	1	1. Battery set	1	THB 625.00	THB 625.00	THB 625.00	1set/year
11	TV monitor & VTR set	6	1. VHS video tape	18	THB 112.50	THB 2,025.00	THB 1,875.00	1set/year
12	Video editing system	1	1. CD-R media 2. VHS video tape 3. Mini-DV tape 4. Digital audio tape	200	THB 62.50	THB 12,500.00	THB 12,150.00	18pcs/year
18	Network set	1	1. Backup tape media 2. Maintenance fee 3. Internet Provider Service fee	18	THB 125.00	THB 2,250.00	THB 2,500.00	18pcs/year
20	Laser printer	1	1. Toner 2. Maintenance fee	20	THB 312.50	THB 6,250.00	THB 6,250.00	20pcs/year
21	Photocopier	2	1. Toner 2. Staple (5,000 pc./box) 3. Maintenance fee	20	THB 625.00	THB 12,500.00	THB 12,500.00	20pcs/year
22	Printer	1	1. Master roll 2. Ink, black 1. Binding ring, small (100pcs./box) 2. Binding ring, large (100pcs./box)	6	THB 1,000.00	THB 6,000.00	THB 6,000.00	1backup/month
23	Binding machine	1	1. Maintenance fee	1	THB 15,000.00	THB 15,000.00	THB 15,000.00	maintenance fee for 1year
24	Braille printer for cut sheet paper	1	1. Maintenance fee	1	THB 60,000.00	THB 60,000.00	THB 60,000.00	maintenance fee for 1year
25	Braille printer for continuous tractor-fed paper	1	1. Toner 2. Staple (5,000 pc./box) 3. Maintenance fee	6	THB 12,500.00	THB 75,000.00	THB 75,000.00	6pcs/year
26	Tactile image maker	2	1. Maintenance fee	1	THB 12,500.00	THB 12,500.00	THB 12,500.00	maintenance fee for 1year
27	CCTV (Magnification and Display machine)	2	1. Maintenance fee	6	THB 11,250.00	THB 67,500.00	THB 135,000.00	6pcs/year
28	CD book player	2	1. Maintenance fee	2	THB 562.50	THB 1,125.00	THB 2,250.00	2pcs/year
29	Whiteboard	4	1. Maintenance fee	1	THB 45,000.00	THB 45,000.00	THB 45,000.00	maintenance fee for 1year
30	Motorized wheelchair	3	1. Master roll 2. Ink, black 1. Binding ring, small (100pcs./box) 2. Binding ring, large (100pcs./box)	6	THB 5,625.00	THB 33,750.00	THB 33,750.00	6rolls/year
42	Bus with a lift	1	1. Tractor-fed paper 1. Capsule paper, A4 (200 pcs./set) 2. Capsule paper, A3 (100 pcs./set) 1. Capsule paper, B4 (200 pcs./set) 1. Lamp 1. CD-R/R-W media 1. Maker (black, red, blue) 2. Eraser	6	THB 1,125.00	THB 6,750.00	THB 6,750.00	6pcs/year
			1. Battery 1. Insurance fee 2. Periodical check fee 3. Licence fee 4. Fuel	1	THB 1,875.00	THB 1,875.00	THB 1,875.00	6pcs/year
				1	THB 312.50	THB 312.50	THB 625.00	1pc/year
				6	THB 500.00	THB 3,000.00	THB 6,000.00	6pcs/year
				1	THB 31.25	THB 31.25	THB 125.00	1set/year
				1	THB 31.25	THB 31.25	THB 125.00	1pc/year
				1	THB 10,000.00	THB 10,000.00	THB 30,000.00	1pc/year
				1	THB 10,000.00	THB 10,000.00	THB 10,000.00	1pc/year
				1	THB 15,000.00	THB 15,000.00	THB 15,000.00	
				1	THB 5,000.00	THB 5,000.00	THB 5,000.00	
				600	THB 14.30	THB 8,580.00	THB 8,580.00	30km/day x 100days = 3000km/year 5km/L

6. Examination of Requested Equipment

Examination of the Requested Equipment

Rq No.	Equipment	Rq Qty	①	②	③	④	⑤	⑥	⑦	Remarks	Plan Qty	Plan No.
1	LCD projector	3	0	0	0	0	0	0	0	Common equipment for training and seminar	3	1
2	Visual presenter	2	0	0	0	0	0	0	0	Common equipment for training and seminar	2	2
3	Digital video camera	2	0	0	0	0	0	0	0	Common equipment for training and seminar	2	3
4	Screen, wall mounted type	4	0	0	0	0	0	0	0	For seminar, training, conference	4	4
5	Screen, portable type	4	0	0	0	0	0	0	0	Common equipment for training and seminar	4	5
6	Overhead projector	1	0	0	0	0	0	0	0	Common equipment for training and seminar	1	6
7	Speaker set, portable type	3	0	0	0	0	0	0	0	Common equipment for training and seminar	3	7
8	Simultaneous interpretation set, portable type	1	0	0	0	0	0	0	0	3 languages applicable	1	8
9	Conference set	1	0	0	0	0	0	0	0	For 20 persons	1	9
10	Speaker set, wall mounted type	1	0	0	0	0	0	0	0	Microphone to be included	1	10
11	TV monitor & VTR set	6	0	0	0	0	0	0	0	For seminar, training, conference	6	11
12	Video editing system	1	0	0	0	0	0	0	0	Acoustic hood included	1	12
13	Computer set A	1	0	0	0	0	0	0	0	22units for training/Assistive device set for computer operation included	1	13
14	Computer set B	2	0	0	0	0	0	0	0	For information retrieval	2	14
15	Computer set C	2	0	0	0	0	0	0	0	For 2 different kinds of printer	2	15
16	Computer set D	1	0	0	0	0	0	0	0	For production of CD book	1	16
17	Computer set E	3	0	0	0	0	0	0	0	For presentation/Laptop type	3	17
18	Network set	1	0	0	0	0	0	0	0	For LAN (1 server both at Training Block and Administration Block)	1	18
19	Scanner	1	0	0	0	0	0	0	0	For Computer Training Room	1	19
20	Laser printer	1	0	0	0	0	0	0	0	For Computer Training Room	1	20
21	Photocopier	2	0	0	0	0	0	0	0	Laser printer function included	2	21
22	Printer	1	0	0	0	0	0	0	0	For mass printing of textbook or teaching materials	1	22
23	Binding machine	1	0	0	0	0	0	0	0	To produce textbook or teaching materials	1	23
24	Braille printer for cut sheet paper	1	0	0	0	0	0	0	0	For production of Braille materials	1	24
25	Braille printer for continuous tractor-fed paper	1	0	0	0	0	0	0	0	For production of Braille materials	1	25
26	Tactile image maker	2	0	0	0	0	0	0	0	To produce textbook or teaching materials for training	2	26
27	CCTV (Magnification and Display machine)	2	0	0	0	0	0	0	0	For person with low vision for information retrieval	2	27
28	CD book player	2	0	0	0	0	0	0	0	For persons with low vision to read book	2	28
29	Whiteboard	4	0	0	0	0	0	0	0	For seminar, training, conference	4	29
30	Motorized wheelchair	3	0	0	0	0	0	0	0	For seriously handicapped persons	3	30
31	Wheelchair, standing type	2	0	0	0	0	0	0	0	For seriously handicapped persons	2	31
32	Wheelchair, reclining type	2	0	0	0	0	0	0	0	For seriously handicapped persons	2	32
33	Wheelchair, manual standard type	6	0	0	0	0	0	0	0	Common equipment for training and seminar	6	33
34	Washing machine	3	0	0	0	0	0	0	0	Dryer function provided	3	34
35	Linen trolley	2	0	0	0	0	0	0	0	For after washing	2	35
36	Laundry trolley	2	0	0	0	0	0	0	0	For before washing	2	36
37	Refrigerator, type A	2	0	0	0	0	0	0	0	To be shared by each floor of training block, medium type	2	37
38	Refrigerator, type B	15	0	0	0	0	0	0	0	For bed room	15	38

Examination of the Requested Equipment

Rq No.	Equipment	Rq Qty	①	②	③	④	⑤	⑥	⑦	Remarks	Plan Qty	Plan No.
39	Food trolley	2	0	0	0	0	0	0	0	To transfer between dining room and training block	2	39
40	Bus with a lift	1	0	0	0	0	0	0	0	For 20 passengers (including 6 wheelchairs)	1	40
41	First aid set	1	0	0	0	0	0	0	0	For emergency treatment	1	41
42	Maintenance tool set	1	0	0	0	0	0	0	0	To fix the supplied equipment, simple type	1	42
43	Bed	32	0	0	0	0	0	0	0	To be low type	32	43
44	Bedside cabinet	32	0	0	0	0	0	0	0	Without caster	32	44
45	Side unit	15	0	0	0	0	0	0	0	Refrigerator to be placed, TV monitor to be mounted	15	45
46	Wardrobe	32	0	0	0	0	0	0	0	Should have enough space for wheelchair users	32	46
47	Chair, type A	84	0	0	0	0	0	0	0	Arm rest. to be included	84	47
48	Chair, type B	20	0	0	0	0	0	0	0	For conference room	20	48
49	Chair, type C	32	0	0	0	0	0	0	0	For bed room	32	49
50	Chair, type D	80	0	0	0	0	0	0	0	For multi purpose hall/ stacking type	80	50
51	Lobby chair	12	0	0	0	0	0	0	0	For 3 persons	12	51
52	Desk, type A	20	0	0	0	0	0	0	0	For 2 persons	20	52
53	Desk, type B	20	0	0	0	0	0	0	0	For one person/trainee	20	53
54	Desk, type C	2	0	0	0	0	0	0	0	For instructor	2	54
55	Desk, type D	2	0	0	0	0	0	0	0	For Server Room	2	55
56	Desk, type E	5	0	0	0	0	0	0	0	For Multi Media Production Romm	5	56
57	Desk, type F	2	0	0	0	0	0	0	0	For training block, reception	2	57
58	Desk, type G	32	0	0	0	0	0	0	0	For bed room	32	58
59	Conference table	1	0	0	0	0	0	0	0	For 20 persons	1	59
60	Lobby table	9	0	0	0	0	0	0	0	For lobby in the 1st floor of training block	9	60
61	Round table	1	0	0	0	0	0	0	0	For Information Resource Center, 8 persons/round type	1	61
62	Bookshelf	10	0	0	0	0	0	0	0	Height adjustment to be considered for convenience of wheelchair users	10	62
63	Magazine rack	2	0	0	0	0	0	0	0	Back number to be stored	2	63
64	Showcase	3	0	0	0	0	0	0	0	For Information Resource Center	3	64
65	Carrel desk, type A	2	0	0	0	0	0	0	0	For information retrieval	2	65
66	Carrel desk, type B	2	0	0	0	0	0	0	0	For CCTV	2	66
67	Reception counter	1	0	0	0	0	0	0	0	For Information Resource Center	1	67
68	Storage cabinet	24	0	0	0	0	0	0	0	Height adjustment to be considered for convenience of wheelchair users, slide	24	68
69	Storage rack, type A	18	0	0	0	0	0	0	0	To store the supplied equipment	18	69
70	Storage rack, type B	4	0	0	0	0	0	0	0	For linen room	4	70
71	Bench	4	0	0	0	0	0	0	0	For persons with walking disability, to be placed between Administration Block	4	71
72	Bed for duty room	1	0	0	0	0	0	0	0	For Duty room	1	72
73	Refrigerator for kitchen	1	0	0	0	0	0	0	0	For Kitchen	1	73
74	Freezer for kitchen	1	0	0	0	0	0	0	0	For Kitchen	1	74
75	Chair for canteen	72	0	0	0	0	0	0	0	For Canteen	72	75
76	Table for canteen	18	0	0	0	0	0	0	0	For Canteen, square table for 4 persons	18	76
77	Shower chair	9	0	0	0	0	0	0	0	For bed room	9	77