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**ROYAL GOVERNMENT OF BHUTAN**  
**Ministry of Agriculture & Livestock**  
**Tashichhodzong, Thimphu: Bhutan**



MoAL/RNRJobs-DoL/Pro-1/2025-26 /76

March 20, 2026

**ACCELERATE BHUTAN'S JOB TRANSFORMATION THROUGH RENEWABLE  
NATURAL RESOURCE VALUE CHAIN PROJECT (ID: P506825)**

**REQUEST FOR EXPRESSION OF INTEREST (REoI)**

for

**Hiring of National Individual Consultant for Technical Services for  
National Dairy Development Centre (NDDC)**

1. Royal Government of Bhutan has applied for financing from the World Bank towards the cost of the proposed Accelerate Bhutan's job transformation through Renewable Natural Resource value chain project to be implemented partly by the Department of Livestock (DoL), Ministry of Agriculture and Livestock (MoAL) and intends to apply a part of the proceeds of this financing for the services of hiring of individual national consultant for design, drawings, layouts and estimates for Milk Collection Centers, Milk Processing Units, Technology Transfer Hub and Dairy Post Production Laboratory, National Dairy Development Centre.

**2. Scope of Services**

The detailed duties and responsibilities of the Individual Technical Expert will include the following, in addition to any other duties and tasks assigned by the Project Director as per project requirements.

**2.1. Preparation of technical documents**

- 2.1.1 Prepare comprehensive conceptual and detailed designs (including but not limited to architectural, structural, electrical, water supply, drainage, ventilation, and waste management) for all new construction and renovations works as per sketch provided by the NDDC (where applicable). Designs and estimates is not limited to RCC structures but will also include construction with PUF panels.
- 2.1.2 Prepare detailed layouts and estimates for renovation and upgrading the National Semen & ET laboratory and cattle sheds, construction of new silo pits, isolation sheds and slurry pits, including modern standards for safety, bio-security and efficiency.



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- 2.1.3 Develop functional layouts for efficient workflow, hygiene, biosecurity, energy efficiency to ensure compliance with GHP and GMP.
- 2.1.4 Detailed Bills of Quantities (BoQs) and cost estimates for all proposed infrastructures and renovations.
- 2.1.5 Recommend material specifications and cost-effective alternatives for construction.
- 2.1.6 Provide technical inputs for procurement documents and tender evaluation.

## **2.2. Compliance and Reporting**

- 2.2.1 Ensure quality and financial efficiency/accountability for all works in compliance with the Royal Audit Authority and any other rules, regulations and standards of RGoB en vogue.
- 2.2.2 Work in close collaboration and consultation with deputed MoAL engineer, who will serve as technical supervisor till the completion of works.
- 2.2.3 Support supervision and quality monitoring during construction and renovation works as and when required.
- 2.2.4 Prepare Monitoring and Evaluation (M&E) reports with recommendations for corrective actions where necessary.
- 2.2.5 Submit final technical and completion reports, including lessons learned and recommendations for sustainability of infrastructure.

## **2.3. Site Inspections**

- 3. Conduct site visits to assess, understand requirements and constraints for the construction of more than 50 MCCs, 4 MPUs (14 identified World Bank Project Dzongkags), Technology Transfer Hub, dairy post-production laboratory, renovation of semen and ET laboratory, cattle sheds and silopits.

## **4. Duration and Estimate of Services**

The consultant is expected to run for the duration of the entire project period (5 years) with phased deliverables for M&E in all fourteen (14) identified Dzongkhags.



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## 5. Selection Procedures

The DoL, MoAL now invites the eligible applicants to submit the Expressions of Interests (EoI) for providing the services. The interested applicants need to provide information demonstrating that s/he has the required qualifications and relevant experience to perform the services. The selection criteria are:

- a. Firm should have personnel with at least a Bachelor's degree in Civil Engineering, Bachelor's degree in Architecture and Bachelor's degree in Electrical Engineering. Preference will be given to Master's degree holders.
- b. Minimum 5 years of professional experience in infrastructure design, cost estimation, and supervision.
- c. Experience in Agri-dairy/food processing projects preferred.
- d. Familiarity with Bhutanese construction codes, procurement systems, Royal Audit Authority requirements and compliance as well as rules and regulations of the RGoB
- e. Proven skills in Monitoring & Evaluation and technical reporting with ability to travel to all 14 dzongkhags.
- f. Should have a valid trade license and proven track record for works executed.

Applicants are required to submit their Expressions of Interest (EOI), comprising of a CV (including employment history with duties and responsibilities) and a forwarding letter describing briefly the reasons that the applicant considers him/her-self best suited to perform the assignment.

6. The attention of interested Consultants is drawn to paragraphs 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers, February 2025" ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.
7. Detailed Terms of Reference (TOR) and other information will be available upon request from the address provided below either through email or in person. ToR is also available in [www.moal.gov.bt](http://www.moal.gov.bt)



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8. The consultant will be selected following the Selection of Individual Consultant method of the World Bank Procurement Regulations.
9. Expression of Interest needs to be submitted (either through e-mail or in person or by mail) to the following address by 13:00 hours on or before March 30, 2026. Please clearly mention "Expression of Interest (EoI) for Selection of Technical Expert for technical services for NDDC in the e-mail's subject line or on the top of the envelope.

Project Director

RNR Jobs Project

DoL, MoAL

Email: [sherubg@moal.gov.bt](mailto:sherubg@moal.gov.bt) and copy to [kelzangwangmo@moal.gov.bt](mailto:kelzangwangmo@moal.gov.bt)

10. The authority reserves the right to accept or reject any or all EOIs without assigning any reason, whatsoever.
11. For any clarifications contact following during office hours;
  - Nar Bahadur Tamang, Specialist, DOL at [nbtamang@moal.gov.bt](mailto:nbtamang@moal.gov.bt)
  - Phuntsho Tobgyel Norbu, Specialist III, DOL at [ptnorbu@moal.gov.bt](mailto:ptnorbu@moal.gov.bt)
  - Kelzang Wangmo, Procurement Unit, PMU at [kelzangw1989@gmail.com](mailto:kelzangw1989@gmail.com)

## TERMS OF REFERENCES

for

### Selection of National Consultant for design, drawings, layouts and estimates for Milk Collection Centres, Milk Processing Units, Technology Transfer Hub and Dairy Post Production Laboratory, NDDC

#### 1. Background

Dairy development is a key part of Bhutan's rural economy, providing income, nutrition, and employment to farming communities. Traditionally subsistence-based, the sector has transformed over the past two decades through the adoption of emerging technologies such as improved cattle breeds, the formation of farmer dairy cooperatives and groups, milk collection centres, and processing infrastructure.

With increased milk production and demand for quality milk and milk products, the National Dairy Development Centre (NDDC) under the Department of Livestock is mandated to spearhead dairy sector growth in Bhutan by strengthening value chains, improving milk quality and consumer safety, enhancing milk collection centers and processing facilities, and modernizing research and technology transfer infrastructure.

To meet the increasing demand for quality milk and dairy products, NDDC intends to:

1. Establish Milk Collection Centres (MCCs) to improve aggregation of raw milk at village levels.
2. Set up Milk Processing Units (MPUs) for value addition at a centralized location.
3. Establish Dairy Post-Production Laboratory to enhance quality assurance services, conduct product diversification and value addition trials at the national level
4. Establish Technology Transfer Hub to demonstrate and disseminate dairy technologies to youth and entrepreneurs.
5. Promote uniform design for cattle sheds suitable for the 3 agro ecological zones.
6. Renovate NDDC's existing National Semen & ET laboratory and cattle sheds to meet international and national standards of hygiene, biosecurity, and safety and construction of new silo pits, isolation sheds, feed store and slurry pits.

SI	Particulars of Construction Activities	Quantity	Location	Remarks
1	Milk Collection Centres: required for both RCC/concrete structures and Polyurethane Foam (or other similar materials) panel structures	50 +	Gyalsung Academy Areas (Wangduephodrang, Samtse, Mongar and Sandrup Jongkhar) and other RNR Jobs Project Dzongkhags (based on budget)	New Construction: Structure material will depend on feasibility and volume of milk available in the location
2	Milk Processing Units (5000 liter/day capacity)	4	Gyalsung Academy Areas (Wangduephodrang,	New Construction

			Samtse, Mongar and Sandrup Jongkhar) or other feasible RNR Jobs Project Dzongkhags	
3	Dairy Post Production Laboratory	1	National Dairy Development Centre (NDDC), Yusipang	Design and estimates should include ancillary equipment and facilities for a fully functional laboratory
4	Technology Transfer Hub	1	Regional Cattle Breeding Centre, Wangkha, Chukha	New Construction
5	National Semen and ET Laboratory	1	NDDC, Yusipang	Renovation
6	Cattle Sheds	3	NDDC, Yusipang	Renovation
7	Feed Store	1	NDDC, Yusipang	Renovation
8	Silo Pit	1	NDDC, Yusipang	New Construction
9	Sick Animal Isolation Shed	1	NDDC, Yusipang	New Construction
10	Slurry Pits	2	NDDC, Yusipang	New Construction
11	Dairy Sheds for all Agro ecological Zones (AEZ)	3 AEZ	NDDC, Yusipang	Only Designs and Estimates
<b>Table 1: Details of Construction Activities</b>				

## 1. Objectives of the Assignment

The primary objective of hiring a Firm is to support the National Dairy Development Centre (NDDC) in:

1. Designing and establishing modern, functional, and quality-focused dairy infrastructure as detailed in Table 1.
2. Ensuring efficient milk collection and processing facilities, establish laboratory (NDDC), renovate cattle sheds and laboratory (NDDC) to ensure robust quality assurance systems
3. Contributing to improved dairy infrastructure for milk and dairy product quality, and enhanced consumer safety.

## 2. Task to be completed

The Consultant shall carry out the following:

1. Conduct site visits to assess, understand requirements and constraints for the construction of more than 50 MCCs, 4 MPUs (14 identified World Bank Project Dzongkags), Dairy Post-Production Laboratory, Technology Transfer Hub, renovation of semen and ET laboratory, cattle sheds, feed store, construction of new isolation shed and silopits. Designs and estimates for cattle sheds for the 3 AEZ).

2. Carry out stakeholder consultation in coordination with the NDDC, Dzongkhag Livestock Sector, BFDA and the dairy farmer groups identified for the construction of MCCs and MPUs.
3. Prepare comprehensive conceptual and detailed designs (including but not limited to architectural, structural, electrical, water supply, drainage, ventilation, and waste management) for all new construction and renovations works as per Table 1 and sketch provided by the NDDC (where applicable). Designs and estimates is not limited to RCC structures but will also include construction with PUF panels.
4. Prepare detailed layouts and estimates for renovation and upgrading the National Semen & ET laboratory, feed store and cattle sheds, construction of new silo pits, isolation sheds and slurry pits, and designs for cattle sheds including modern standards for safety, bio-security and efficiency as per Table 1.
5. Develop functional layouts for efficient workflow, hygiene, biosecurity, energy efficiency to ensure compliance with GHP and GMP for infrastructure as detailed in Table 1.
6. Prepare detailed Bills of Quantities (BoQs) and cost estimates for all proposed infrastructures and renovations (Table 1).
7. Recommend material specifications and cost-effective alternatives for construction of infrastructure as per Table 1.
8. Provide technical inputs for procurement documents and tender evaluation for infrastructure as detailed in Table 1.
9. Ensure quality and financial efficiency/accountability for all works in compliance with the Royal Audit Authority and any other rules, regulations and standards of RGoB en vogue.
10. Work in close collaboration and consultation with deputed MoAL engineer, who will serve as technical supervisor till the completion of works.
11. Support supervision and quality monitoring during construction and renovation works as and when required by the NDDC, Yusipang.
12. Prepare monitoring and evaluation (M&E) reports with recommendations for corrective actions where necessary.
13. Submit final technical and completion reports, including lessons learned and recommendations for sustainability of infrastructure constructed/renovated as per Table 1.
14. Any other additional task assigned by the Program Director, NDDC

### **3. Expected Outcomes**

The following outcomes are expected from the consultancy service for the construction and renovation of infrastructure as specified in Table 1:

1. Detailed documentation of existing site conditions, infrastructure gaps, logistical constraints, and resource availability for all identified MCCs, MPUs, laboratories, and cattle sheds reports approved.
2. Complete set of architectural, structural, electrical, plumbing, water supply, drainage, ventilation, and waste management drawings for all new and renovation works, aligned with NDDC's requirements approved.
3. Functional layouts ensuring efficient workflow, hygiene, biosecurity, and compliance with GHP and GMP standards prepared.

4. Itemized cost estimates and BoQs for all construction, renovation, and upgrading works, incorporating current market rates and standard engineering practices prepared.
5. Identification of cost-effective materials and alternative options ensuring quality and durability completed
6. Comprehensive designs and estimates for the renovation and upgrading of the National Semen & ET Laboratory, cattle sheds, isolation shed, feed store and slurry pits, and other related structures meeting modern biosecurity and safety standards prepared.
7. Technical inputs for bidding documents, evaluation criteria, and participation in technical evaluation of tenders as required by the NDDC and MoAL provided
8. Periodic site supervision reports verifying compliance with approved designs, specifications, and quality standards completed
9. Recommendations for corrective actions and continuous improvement during implementation provided.
10. Regular progress reports capturing implementation status, challenges, and mitigation measures, ensuring timely completion and accountability completed on a half yearly basis till the project period
11. Comprehensive final report consolidating all activities undertaken, including as-built drawings, lessons learned, and recommendations for sustainable operation and maintenance of infrastructure prepared
12. All works completed in full compliance with RGoB's engineering, procurement, and audit standards, ensuring transparency, efficiency, and value for money.

#### 4. Duration of the Assignment

The consultancy is expected to run for the duration of the entire project period (5 years) with phased deliverables for monitoring and evaluation in all 14 identified Dzongkhags.

Year	Year 1 (2025 - 26)	Year 2 (2026 - 27)	Year 3 (2027 - 28)	Year 4 (2028 - 29)	Year 5 (2029 - 30)
<b>Activity</b>	Prepare and submit designs, estimates and all other requirements of the tender process for infrastructure as per detail outlined in Table 1	Evaluation of tender for awarding of works and monitoring of construction activities in field and other requirements as specified in ToR	Evaluation of tender for awarding of works and monitoring of construction activities in field and other requirements as specified in ToR	Evaluation of tender for awarding of works and monitoring of construction activities in field and other requirements as specified in ToR	Evaluation of tender for awarding of works and monitoring of construction activities in field and other requirements as specified in ToR
<b>Payment</b>	50%	20%	15%	10%	5%

*Table 2: Timeline for Deliverables*

## 5. Qualifications and Experience

1. Firm should have personnel with at least a **Bachelor's degree in Civil Engineering, Bachelor's degree in Architecture** and **Bachelor's degree in Electrical Engineering**. Preference will be given to Masters degree holders.
2. Minimum 5 years of professional experience in infrastructure design, cost estimation, and supervision.
3. Experience in agri-dairy/food processing projects preferred.
4. Familiarity with Bhutanese construction codes, procurement systems, Royal Audit Authority requirements and compliance as well as rules and regulations of the RGoB en vogue
5. Proven skills in Monitoring & Evaluation and technical reporting with ability to travel to all 14 dzongkhags.
6. Should have a valid trade license as per requirement of RGoB and proven track record for works executed.

## 6. Reporting and Supervision

The Consultant shall report directly to the **Program Director, NDDC**, and work in close collaboration with the deputed engineer, MoAL and technical staff of the NDDC.

## 7. Terms of Payment

Payments will be made in tranches as below:

- Year 1: 50% (Inception Report, submission of draft designs, drawings, and estimates and approval of final designs, drawings and estimates including all other requirement for the tender process).
- Year 2: 20% (Evaluation of tender for awarding of works and monitoring of construction activities in field and other requirements as specified in ToR)
- Year 3: 15% (Evaluation of tender for awarding of works and monitoring of construction activities in field and other requirements as specified in ToR)
- Year 4: 10% (Evaluation of tender for awarding of works and monitoring of construction activities in field and other requirements as specified in ToR)
- Year 5: 5% (Evaluation of tender for awarding of works and monitoring of construction activities in field and other requirements as specified in ToR and completion of auditing by the Royal Audit Authority)