

Terms of Reference (ToR)

for

Appointment of a Certification Body for certification of B-R Powergen Limited to ISO 9001:2015 (QMS), ISO 14001:2015 (EMS) and ISO 45001:2018 (OH&SMS) as INTEGRATED MANAGEMENT SYSTEM (IMS)



CORPORATE OFFICE
IEB Bhaban (8th Floor), 8/A Ramna, Dhaka-
1000
Bangladesh.

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Terms of Reference for Appointment of a Certification Body for certifying ISO 9001:2015 (QMS), ISO 14001:2015 (EMS) and ISO 45001:2018 (OH&SMS) AS INTEGRATED MANAGEMENT SYSTEM (IMS) for B-R Powergen Limited.

1. Background

B-R Powergen Limited has been formed, in 2010 as a public limited company under Power division, Ministry of power, Energy and Mineral Resources. In compliance with the power generation program of the Government of Bangladesh to meet the country's deliberately increasing electricity demand, B-R Powergen Limited is continuously generating electricity and implementing new power plant projects. Electricity generated by BRPL is supplied to the National Grid and thus playing a significant role in the national economic development by generating electricity.

The Company now owns and operates two power plants Kodda 150 MW Dual Fuel Power Plant at Kodda, Gazipur and Mirsarai 150 MW Dual Fuel Power Plant at Mirsarai Economic Zone, Mirsarai, Chattogram. The Company is also implementing the following on going and up-coming Power Plant projects.

- 1) Sreepur 150(±10%) MW HFO Based Power Plant project, Borma, Sreepur, Gazipur.
- 2) Madarganj 100 MW Solar Power Plant Project, Kaijer Char, Madarganj, Jamalpur.
- 3) Mymensingh 400 (±10%) MW Combined Cycle Power Plant Project, Char-Ishwardia Mouja, Mymensingh Sadar, Mymensingh.

The Company (B-R Powergen Ltd) is seeking a credible Certification Body for certifying ISO 9001:2015 (QMS), ISO 14001:2015 (EMS) and ISO 45001:2018 (OH&SMS) AS INTEGRATED MANAGEMENT SYSTEM (IMS) for B-R Powergen Limited.

2. Scope of Services:

The scope of service broadly include the following-

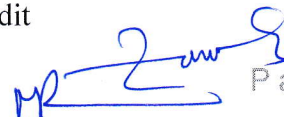
- 1) To issue a Valid certificate (03 Years for ISO 9001, ISO 14001 & ISO 45001) accredited against ISO 9001:2015 (QMS), ISO 14001:2015 (EMS) and ISO 45001:2018 (OH&SMS) - INTEGRATED MANAGEMENT SYSTEM (IMS) under scope of activities as "Corporate Management of Power Plants, Power Generation & Supply to the National Grid". This is to be done through Initial & Main audit.
- 2) To Carry out 02 (two) surveillance audits @ 12, 24 month interval after the issuance of certificate.

3. Scheme & Location of the Services:

3.1. Scheme of the Services:

1) Initial/Stage-1 audit:

- a) Prepare audit plan
- b) Conduct full system audit of the management system
- c) Prepare audit findings
- d) Submission of final audit report
- e) Recommendation for stage-2/Main Audit



2) Main/Stage-2 audit:

- a) Prepare audit plan
- b) Conduct full system audit of the management system
- c) Prepare audit findings
- d) Presentation of audit report
- e) Follow-up of audit for any nonconformities
- f) Submission of final audit report
- g) Declaration of certification
- h) Issue of certificate

3) Periodic surveillance-1 audit in 2nd year

4) Periodic surveillance-2 audit in 3rd year.

3.2. Location & Scope of the Services:

No. of Sites	SITES COVERED UNDER CERTIFICATION:	Scope
1	Corporate Office- IEB Bhaban (8th Floor), 8/A Ramna, Dhaka-1000	Corporate Management of Power Plants
2	Kodda 150 MW Dual Fuel Power Plant- Kodda, Gazipur	Power Generation and Supply to the National Grid

4. Study Schedule

The assignment is to be completed in the following phases:

- 1) Obtain ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 certification as INTEGRATED MANAGEMENT SYSTEM (IMS) in favour of B-R Powergen Limited after Stage-1 & Stage-2 audit within 06 (six) Months from the date of signing of Contract.

- 2) Carry out 02 (two) surveillance audit in 2nd and 3rd year.
- The total Contract Period will be for 03 years.

5. Reporting/ Auditing Requirements

The following reports in connection with the ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 as INTEGRATED MANAGEMENT SYSTEM (IMS) certification of B-R Powergen Limited are required to be prepared by the Certification Body (CB) and to be submitted to the Superintending Engineer (P & D), B-R Powergen Limited.

- a) **Initial/Stage-1 audit report** for certification of ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 as INTEGRATED MANAGEMENT SYSTEM (IMS) of B-R Powergen Limited shall have to be submitted to B-R Powergen Limited within 3 weeks from the completion of audit.
- b) **Main/Stage-2 audit Report** for certification of ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 as INTEGRATED MANAGEMENT SYSTEM (IMS) of B-R Powergen Limited shall have to be submitted to B-R Powergen Limited within 3 weeks from the completion of audit.
- c) **Issuance of ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 as INTEGRATED MANAGEMENT SYSTEM (IMS) Certificate:** Accredited Certificate to be issued

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within 8 weeks from the closure date of all nonconformities of during Stage-2/Main audits.
d) Surveillance Audit (1st time & 2nd time) Report: Surveillance Audit (1st time & 2nd time) Report shall have to be submitted to B-R Powergen Limited within 3 weeks after the completion of surveillance each audits.

All reports shall have to be submitted in 03 copies.

6. Responsibilities of the Client

B-R Powergen Limited will provide access to all information and location to the certification body (CB) for all audits. The corporate management representative of B-R Powergen Limited to be the main focal point of the certification body for planning, communication and other issues in connection of execution of the assignment.

7. Responsibilities of the Certification Body (CB)

The Certification Body (CB) shall carry out the audit as detailed in the “Scope of services” and “Responsibilities” in the best interest of the client for the successful realization of the project with all reasonable care, skill sound engineering, administrative and financial practices and shall be responsible to the Execution Agency (B-R Powergen Limited) for discharge of responsibilities.

8. Key professionals

The Man-Months of the Key professionals for the Certification & Surveillance Audit should include the following:

SN	Position	Number of Persons	Days	Man-Days
Initial/Stage-1 Audit				
1	Lead Auditor (Team Leader)	01	2.00	2.00
2	Auditor	03	1.00	3.00
Sub Total:				5.00
Main/Stage-2 Audit				
1	Lead Auditor (Team Leader)	01	6.00	6.00
2	Auditor	03	6.00	18.00
Sub Total:				24.00
Surveillance Audit (1st Year)				
1	Lead Auditor (Team Leader)	01	2.00	2.00
2	Auditor	03	3.00	9.00
Sub Total:				11.00
Surveillance Audit (2nd Year)				
1	Lead Auditor (Team Leader)	01	2.00	2.00
2	Auditor	03	3.00	9.00
Sub Total:				11.00
Total:				51.00

The estimated number of professional staff-months required for the assignment is: 51.0

9. A) Qualification and Experience of Key professionals:

The required qualification and experience of Key professionals are as follows:

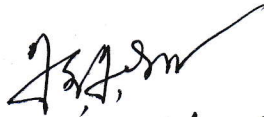
SN	Key professionals	Number of professionals	Required qualification and experience
1.	Lead Auditor (Team Leader)	01	<ul style="list-style-type: none">At least Bachelor degree (Engineering or Master's Degree is preferred).Successful completion of Lead Auditor course based on ISO 9001, ISO 14001 and ISO 45001/18001.Similar experience for at least 05 (Five) organizations. Similar experience for power generation organization is preferred.
2.	Auditor	03	<ul style="list-style-type: none">At least Bachelor degree (Engineering or Master's Degree is preferred).Successful completion of Lead Auditor or Internal Auditor course based on ISO 9001, ISO 14001 and ISO 45001/18001.Similar experience for at least 02 (Two) organizations. Similar experience for power generation organization is preferred.

9. B) Qualification and Experience of Firm:

- At least 05 years of similar experience in Bangladesh. Similar experience for power generation organization is preferred.
- The certification body should have own resources, appropriate logistics and support team to carry out the audits in Bangladesh.

9. C) Note:

- "Similar task" means Integrated Management System (IMS) Audit and Certification based on ISO 9001(QMS), ISO 14001(EMS) and ISO 18001/45001.
- Copy of Qualification and Experience of the Firm to be provided
- Copy of Qualification and CV of the proposed Key professionals to be provided.


60/09/2026

Asadur Rahman Khan
Executive Engineer
B-R Powergen Ltd


30/07/2023
Engr Md Rokohuzzaman, PEng
Superintending Engineer (P&D)
B-R Powergen Ltd