

DEVELOPMENT PROJECT PROFORMA/PROPOSAL (DPP)

PART-A

Project Summary

1. Project Title :
2. a) Sponsoring Ministry/Division :
- b) Executing Agency :
3. Objectives of the Project :
(Please specify in bullet form and in number and/or percentage)
4. Location of the Project :

Division	District	Upazila
1	2	3

(Attach map, where necessary)

5. a) Estimated cost of the project : i) Total
(In Lakh Taka) ii) GOB
iii) P. A
:
b) Exchange rate with date

6. Location wise cost break-down to be attached as per Annexure-1

7. Mode of financing with source :

(In Lakh Taka)

Mode of Financing	GOB (FE)	PA (RPA)	PA Source
1	2	3	4
Loan/Credit			
Grant			
Equity			
Others (specify)			
Total			

8. Project implementation period : i) Date of commencement
ii) Date of completion

9. Components and Estimated Cost Summary :

(In Lakh Taka)

			Estimated Cost					
Budget Head	Economic Zone	Code Description	GOB (FE)	Project Aid				% of the total cost
				RPA		DPA		
				Through GOB	Special Account*			
1	2	3	4	5	6	7	8	9
(a) Revenue Component								
(b) Capital Component								
(c) Physical Contingency								
(d) Price Contingency								

*DOSA, CONTASA, SAFE, Imprest etc.

10. Log Frame :

- (i) Planned date for project completion :
- (ii) Date of this summary preparation :

Narrative summary	Objectively Verifiable Indicators (OVI)	Means of Verifications (MOV)	Important Assumptions (IA)
Programme Goal			
Project Purpose			
Outputs			
Inputs			

11. (a) Attach proposed project management setup :
(As per Annexure-II)

(b) Attach Procurement Plan :
(As per Annexure-III(a), III(b), & III(c))

12. Give year wise financial and physical target plan :
(As per Annexure-IV)

13. After completion, whether the project needs to be :
transferred to the revenue budget

a) If yes, briefly narrate the institutional :
arrangement and technical & financial
requirement for operation and maintenance
(To continue the benefits of the projects
required yearly costs and personnel should
be mentioned)

b) If not, briefly narrate the institutional :
arrangement and financial requirement for
operation and maintenance
(To continue the benefits of the projects
required yearly costs and personnel should
be mentioned)

Signature of officer(s) responsible for the
preparation of the DPP with this seal and date

PART-B

Project Details

14. Background, objectives, priority, rationale, linkages, targets and outputs/outcomes of the project including findings of feasibility study/survey, if any.
15. Whether any pre-appraisal/pre-investment study was done before formulation of this project? If so, attach summary of findings & recommendations
16. Mention the following:
(a) Net Present Value (NPV)
i) Financial
ii) Economic
(b) Benefit-Cost Ratio (BCR)
i) Financial
ii) Economic
(c) Internal Rate of Return (IRR)
i) Financial
ii) Economic
(Attach calculation sheet)
17. Lessons learnt from the similar nature of projects :
18. Indicate the basis of total and item-wise cost estimate and the date of preparation of rate of schedule :
19. Give comparative cost of major items of similar other projects :

Sl. No.	Name of the project	Date of completion	Name of major items	Unit/cost (In Lakh Taka)
1	2	3	4	5
1.	Proposed project			
2.	Similar completed project	i)		
		ii)		
3.	Similar ongoing project	i)		
		ii)		

20. Attach detailed annual phasing of cost (As per Annexure-V) :
21. Specification/design of major components (attach) :
22. Attach amortization schedule for projects having involvement of loan from Government (As per Annexure-VI) :
23. Briefly describe the effect/impact and specific mitigation measures thereof if any on :
(i) Other projects/existing installations

- (ii) Environment like land, water, air, bio-diversity etc.
- (iii) Women and children
- (iv) Employment, poverty alleviation etc.
- (v) Institutional, productivity
- (vi) Regional disparity

- 24. Specific Linkage with PRS and MDGs (In terms of number & percentage of policy matrix of PRSP) :
- 25. Whether private sector/local govt. or NGOs participation was considered? Describe how will they be involved? :
- 26. In case of foreign aided project mention the major conditionally :
- 27. Does the project involve rehabilitation/resettlement? If so, indicate the magnitude and cost :
- 28. Identify risks during implementation & operation and mitigation measures thereof :
- 29. Any other important details, technical or otherwise (e.g., Sustainability, Governance, Steering Committee, Project Implementation Committee etc.) :

Signature of the Head of the Executing
Agency with seal and date

Recommendation and signature of the
Secretary of the sponsoring
Ministry/Division with seal and date

Annexure-I

Location wise Cost Break-Down

[illegible]

Project Management Setup

Note:

1. Personnel to be deputed to project from existing setup
2. Personnel to be recruited directly for only execution of the project
3. Personnel to be recruited by outsourcing
4. Personnel to be recruited for execution as well as for operation of the project
(Personnel to be transferred to the revenue budget)
5. Personnel to be recruited only for operation of the project
(Personnel to be recruited in revenue budget/if recruited in development budget to be transferred in revenue budget)

Table to use for showing the manpower requirement of each category:

Name of the post	Quantity	Qualifications	Scale/Amount	Responsibilities/Accountabilities

- ♣ Organogram of the proposed setup should be attached
- ♣ If NGO's/private sector is involved, the mechanism of controlling/managing their responsibilities is to be clearly identified
- ♣ Any other proposal for implementation management such as proposal of Steering Committee, Project Implementation Committee etc.

Annexure-III(a)

Ref: Reg-16(4) of PRR, 2003

Total Procurement Plan for Development Project/Programme

Ministry/Division

Agency

Procuring Entity Name & Code

Project/Programme name & Code

Project Cost (In Lakh Taka)

Total

GOB

PA

1	2	3	4	5	6	7	8				
								9	10	11	12
GD1							0.00				
GD2							0.00				
GD3							0.00				
GD4							0.00				
GD5							0.00				
Total Value of Goods Procurement							BDT 0.00				

Annexure-III(b)

Ref: Reg-16(4) of PRR, 2003

Total Procurement Plan for Development Project/Programme

Ministry/Division

Agency

Procuring Entity Name & Code

Project/Programme name & Code

Project Cost (In Lakh Taka)

Total

GOB

PA

1	2	3	4	5	6	7	8				
								9	10	11	12
WD1							0.00				
WD2							0.00				
WD3							0.00				
WD4							0.00				
WD5							0.00				
Total Value of Works Procurement							BDT 0.00				

Annexure-III(c)

Ref: Reg-16(4) of PRR, 2003

Total Procurement Plan for Development Project/Programme

Ministry/Division

Agency

Procuring Entity Name & Code

Project/Programme name & Code

Project Cost (In Lakh Taka)

Total

GOB

PA

1	2	3	4	5	6	7	8				
								9	10	11	12
SD1							0.00				
SD2							0.00				
SD3							0.00				
SD4							0.00				
SD5							0.00				
Total Value of Services Procurement							BDT 0.00				

Annexure-IV

Yeas wise Financial and Physical Target Plan

Name of the Project:

Name of Agency/division/ministry:

(In Lakh Taka)

Budget Head	Economic Zone/Sub code	Code/Sub code Description	Total Financial and Physical Target				Year-1			Year-2		
			Phy Qty/unit	Unit cost		Weight	Financial	Physical		Financial	Physical	
								% of item	% of project		% of item	% of project
1	2	3	4	5	6	7	8	9	10	11	12	13
(a) Revenue Component												
(b) Capital Component												

- Weight of each item = $\frac{\text{Est. cost of each respective item}}{\text{Total cost of all physical item(s)}}$
- Physical percentage of item = $\frac{\text{Quantity/number targeted in each year}}{\text{Total quantity/number of respective items for whole project period}} \times 100$
- Physical percentage of total project = Weight of each item \times % of item

Annexure-V

Detailed Annual Phasing of Cost

(In Lakh Taka)

Budget Head	Economic Zone/Sub code	Code/Sub code Description	Year-1					Year-2				
			GOB (FE)	Project Aid				GOB (FE)	Project Aid			
				RPA		DPA			RPA		DPA	
				Through GOB	Special Account*				Through GOB	Special Account*		
1	2	3	4	5	6	7	8	9	10	11	12	13
(a) Revenue Component												
Grand Total (a+b)												

*DOSA, CONTASA, SAFE, Imprest etc.

Annexure-VI**Amortization Schedule**

Name of Project :

Total Investment :

Loan Portion :

Loan Period :

Rate of Investment :

(In Lakh Taka)

Year	Beginning Amount	Yearly fixed Amount to be paid (Capital)	Yearly Interest to be paid	Total Payment (Capital + Interest)	Ending Balance
1	2	3	4	5=(3+4)	6=(2-3)
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
Total:					