

Upazila Governance & Development Project (UGDP)
Local Government Division
DPHE Bhaban

14, Shahid Captain Monsur Ail Sarani, Kakrail, Dhaka-1000

No. : 46.600.007.00.00.004/4.2020-1759



Date: 12/02/2020

Request for Expression of Interest (EOI)
for

Selection of Consulting Firm for 5th Performance Assessment of Upazila Parishad under UGDP

1.	Ministry/Division	Ministry of Local Government, Rural Development & Cooperatives	
2.	Agency	Local Government Division	
3.	Procuring Entity Name	Project Director, Upazila Governance and Development Project (UGDP)	
4.	Procuring Entity Code	-	
5.	Procuring Entity District	Dhaka	
6.	Invitation for	Hiring of consulting firm for 5 th Performance Assessment of Upazila Parishad under UGDP	
7.	Invitation Ref. No.	46.600.007.00.00.004/4.2020-1759	
8.	Date	12/02/2020	
9.	Budget and Source of Funds	JICA Loan Agreement No. BD-P85 through GoB	
10.	Development Partners (if applicable)	JICA	
11.	Project/Program Code (if applicable)	5005	
12.	Project/Program Name (if applicable)	Upazila Governance and Development Project (UDGP)	
13.	EOI Package Nos.	UGDP/SD-16	
14.	EOI Package Name	Selection of Consulting firm for 5 th Performance Assessment of Upazila Parishad under UGDP	
15.	Procurement Method	QCBS (Quality and Cost Based Selection)	
16.	EOI Publication Date	12/02/2020	
17.	EOI Closing Date and Time	02/03/2020	03.00 pm
18.	EOI Opening Date and Time	02/03/2020	04.00 pm
19.	EOI submission place	Office of the Project Director, Upazila Governance and Development Project (UGDP), DPHE Bhaban (Ground floor), 14, Shahid Captain Monsur Ali Sarani, Kakrail, Dhaka-1000..	
20.	Brief description of the Assignment	<p>The Consulting firm will accomplish the following stages:</p> <p>Stage 1: Preparatory Work Stage 2: Data Collection Stage 3: Data Aggregation and Analysis; Stage 4: Preparation of Final Report Stage 5: Printing and Publication of Newsletter</p> <p>The detail description of assignment will be available in ToR</p>	
21.	Eligibility of the firm	<ul style="list-style-type: none"> • Minimum five (5) years' experience in Professional areas of survey. • Should submit all updated Trade License, VAT, Tax clearance and others certificate. • Completing at least three (03) such similar types of survey under any local government with user certificate in letter head pad of the organization in last 5 years. • Availability of appropriate experience and professional qualifications among applicant's staff and resources to carry out the assignment. • Brochure summarizing their facilities, areas of the expertise and general information including administrative strength, logistic etc. • Financial capability (last 3 years audit report) • Description of similar completed and ongoing works along with documents/certificate. • Experience certificate (s) duly issued by the relevant officer of concerned organization. • The satisfactory completion of providing of similar services of minimum BDT eighty (80) lacs in last three (03) years. • Consulting firm should submit Bank Solvency Certificate (current year) from any Scheduled Bank of Bangladesh. <p>The details will be available in ToR</p>	
22.	Other information	<p>1) A Firm/Company will be selected in accordance with the Public Procurement Act 2006 and Public Procurement Rules 2008.</p> <p>2) Interested firms may obtain detail ToR from the website of UGDP (www.ugdp-lgd.org) or LGD (www.lgd.gov.bd) and further information (if required) from the office of the undersigned from 9.0 am to 4.0 pm. (except holidays).</p> <p>3) The no. of working partner in case of joint venture (if any) not more than two (02).</p> <p>4) Envelope containing one Original with one copy application/proposals (EOI) along with relevant supporting documents to be marked "Expression of Interest (EOI) for Selection of Consulting firm for 5th Performance Assessment of Upazila Parishad under UGDP (Package no. UGDP/SD16)".</p> <p>5) Late submission will be rejected.</p>	
23.	Name of Official Inviting EOI	Md. Mohsin	
24.	Designation of Official EOI	Project Director	
25.	Address of Official EOI	Office of the Project Director, Upazila Governance and Development Project (UGDP), DPHE Bhaban (Ground floor), 14, Shahid Captain Monsur Ali Sarani, Kakrail, Dhaka-1000.	
26.	Contact details of Official Inviting Tender	Tel: 02-9359832	mdmohsin64@gmail.com
27.	This EOI will be available in the website of UGDP (www.ugdp-lgd.org), LGD (www.lgd.gov.bd) or CPTU (www.cptu.gov.bd)		
28.	The Authority reserves all rights to accept or reject any or all EOIs without assigning any reason thereof.		

(Md. Mohsin)

Project Director (Additional
Secretary) Telephone: 9359832