

Upazila Governance & Development Project (UGDP)
Local Government Division
DPHE Bhaban
14, Shahid Captain Monsur Ali Sarani, Kakrail, Dhaka-1000

শেখ হাসিনার মূলনীতি
গ্রাম শহরের উন্নতি

Memo No. 46.600.007.00.00.069/2.2022-23.8311

Date: 28/03/2023

Request for Expression of Interest (EOI)

For

Selection of a Consulting Firm for End-line Survey of Upazila Governance and Development Project (UGDP)

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| 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 tor | : Hiring of Firm for End-line Survey of Upazila Governance and Development Project (UGDP) |
| 7. | Invitation Ref. No. | : 46.600.007.00.00.069/2.2022-23.8311 |
| 8. | Date | : 28/03/2023 |
| 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) | : 224041000 |
| 12. | Project/Program Name (if applicable) | : Upazila Governance and Development Project (UGDP) |
| 13. | EOI Package No. | : UGDP/SD-39 |
| 14. | EOI Package Name | : Selection of a Consulting Firm for End-line Survey of Upazila Governance and Development Project (UGDP) |
| 15. | Procurement Method | : QCBS (Quality and Cost Based Selection) |
| 16. | EOI Publication Date | : 29/03/2023 |
| 17. | EOI Closing Date and Time | : 17/04/2023; 03.00 pm |
| 18. | EOI Opening Date and Time | : 17/04/2023; 04.00 pm |
| 19. | EOI Submission place | : Office of the Project Director, Upazila Governance and Development Project (UGDP), DPHE Bhaban (Ground floor), 14, Shabid Captain Mansur Ali Sarani, Kakrail, Dhaka-1000. |
| 20. | Brief description of the Assignment | : The Firm will accomplish the following tasks: Task 1: Inception Report (ICR). Task 2: Interim Report (ITR) Task 3-1: Set of Data Sheets and list of Findings (Draft) Task 3-2: Set of Data Sheets and list of Findings (Final) and filled Questionnaires as proof data Task 4: Final Report (FR) The detail description of the assignment will be available in the ToR |
| 21. | Eligibility of the firm | : <ul style="list-style-type: none">The consulting firms will be evaluated in accordance with the PPR 2008.Consulting firm should submit updated Trade License (at least 2021-2022), VAT, Tax pay (at least 2021-2022) and others certificate.Given that this endeavor involves fielding of complex survey modules on a national scale, it is imperative that the Firm(s) must have well-established track record(s) in undertaking such complex survey in Bangladesh.The Firm(s) must have at least three (3) numbers of surveys in the last five (5) years with user certificates in letter head pads of the organization or alternative authentic documents.The Firm(s) should be able to demonstrate expertise in designing (both sampling and survey instruments) and administering complex surveys of households, communities and other institutions in the Local level of Bangladesh.Brochure summarizing their facilities, areas of the expertise and general information including legal documents.Administrative strength, logistic and financial capability (last 3 years audit report)The satisfactory completion of providing of similar services of minimum BDT 50 (Fifty) lacs in last three (3) years.The firm should submit Bank Solvency Certificate from any Scheduled Bank of Bangladesh. |
| 22. | Other information | : <ol style="list-style-type: none">A Firm/Company will be selected in accordance with the Public Procurement Act 2006 and Public Procurement Regulations 2008.Interested firms may obtain detail ToR from the website of UGDP (www.ugdp-lgd.org), LGD (www.lgd.gov.bd) and further information (if required) from the office of the undersigned from 9.00 am to 4.00 pm. (except holidays).The no. of working partner in case of joint venture (if any) not more than two (2).Envelope containing application/proposal (EOI) along with relevant supporting documents to be marked "Expression of Interest (EOI) for Selection of firm for End-line Survey for Upazila Governance and Development Project (UGDP) Implementation (Package no. UGDP/SD-39)".Late submission will be rejected. |
| 23. | Name of Official Inviting EOI | : Dr. Malay Choudhury |
| 24. | Designation of Official EOI | : Project Director (Additional Charge) |
| 25. | Address of Official EOI | : Office of the Project Director, Upazila Governance and Development Project (UGDP), DPHE Bhaban (Ground floor), 14, Shabid Captain Mansur Ali Sarani, Kakrail, Dhaka-1000. |
| 26. | Contact details of Official Inviting Tender | : Tel: 02-55130725 malay5921@yahoo.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. | |

28/3/23

28.03.23

Dr. Malay Choudhury
Additional Secretary, LGD
&
Project Director (Additional Charge), UGDP
Telephone: 55130725