

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. 46.600.007.00.00.065/3.2021-22.5370

Date: 06/04/2022

Request for Expression of Interest (EOI)

For

Selection of Audit Firm for External Audit of Upazila Parishads for UGDP Implementation

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 Audit firm for External Audit of Upazila Parishad for UGDP Implementation
7.	Invitation Ref. No.	:	46.600.007.00.00.065/3.2021-22.5370; 06/04/2022
8.	Date	:	06/04/2022
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 (UDGP)
13.	EOI Package No.	:	UGDP/SD-23/1
14.	EOI Package Name	:	Selection of Audit firm for External Audit of Upazila Parishads for UGDP Implementation
15.	Procurement Method	:	QCBS (Quality and Cost Based Selection)
16.	EOI Publication Date	:	10/04/2022
17.	EOI Closing Date and Time	:	26/04/2022; 03.00 pm
18.	EOI Opening Date and Time	:	26/04/2022; 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 Audit Firm will accomplish the following tasks: Task 1: Inception Report. Task 2: Conducting audit of 371 (three hundred and seventy-one) Upazilas for UGDP implementation Task 3: Preparation of Draft Audit Report Task 4: Submission of Final Audit Report <i>The detail description of the assignment will be available in the ToR</i>
21.	Eligibility of the firm	:	<ul style="list-style-type: none"><li>• Minimum five (5) years' experience in public practice in Bangladesh.</li><li>• Registered and in good standing with the Institute of Chartered Accountants of Bangladesh (ICAM)</li><li>• Consulting firm should submit updated Trade License (at least 2021-2022), VAT, Tax pay (at least 2021-2022) and others certificate.</li><li>• Having experience in auditing of decentralized public sector bodies, and of the public sector financial management environment is desirable.</li><li>• Having experience of working in a rural environment and with the rules and regulations for Upazilas, or past audit experience of Local Government Institutions, is desirable</li><li>• Availability of appropriate experience and professional qualifications among applicant's staff and resources to carry out the assignment.</li><li>• Brochure summarizing their facilities, areas of the expertise and general information including legal documents.</li><li>• Administrative strength, logistic and financial capability (last 3 years audit report)</li><li>• The satisfactory completion of providing of similar services of minimum BD Ninety (90) lacs in last three (03) years.</li><li>• Audit firm should submit Bank Solvency Certificate from any Scheduled Bank of Bangladesh.</li></ul>
22.	Other information	:	1) A Firm/Company will be selected in accordance with the Public Procurement Act 2006 and Public Procurement Regulations 2008. 2) Interested firms may obtain detail ToR from the website of UGDP ( <a href="http://www.ugdp-lgd.org">www.ugdp-lgd.org</a> ), LGD ( <a href="http://www.lgd.gov.bd">www.lgd.gov.bd</a> ) and further information (if required) from the office of the undersigned from 9.0 am to 4.0 pm. (except holidays). 3) The no. of working partner in case of joint venture (if any) not more than two (02). 4) Envelope containing application/proposal (EOI) along with relevant supporting documents to be marked "Expression of Interest (EOI) for Selection of Audit firm for External Audit of Upazila Parishads for Upazila Governance and Development Project (UGDP) Implementation (Package no. UGDP/SD-23/1)". 5) Late submission will be rejected.
23.	Name of Official Inviting EOI	:	Kazi Ashraf Uddin
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, Shabid Captain Mansur Ali Sarani, Kakrail, Dhaka-1000.
26.	Contact details of Official Inviting Tender	:	Tel: 02-55130725 kaziashraf5698@gmail.com
27.	This EOI will be available in the website of UGDP ( <a href="http://www.ugdp-lgd.org">www.ugdp-lgd.org</a> ), LGD ( <a href="http://www.lgd.gov.bd">www.lgd.gov.bd</a> ) or CPTU ( <a href="http://www.cptu.gov.bd">www.cptu.gov.bd</a> )		
28.	The Authority reserves all rights to accept or reject any or all EOIs without assigning any reason thereof.		

9/4/22  
Kazi Ashraf Uddin  
Project Director (Additional Secretary)  
Telephone: 55130725