

**Government of the People's Republic of Bangladesh**  
Ministry of Planning  
Implementation Monitoring & Evaluation Division (IMED)  
Sher-e-Banglanagar, Dhaka-1207

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**Request for Expression of Interest (REOI)**

**Contract Package No. Sector-3/SR-14**

01	Ministry/Division:	<u>Implementation Monitoring and Evaluation Division</u>
02	Agency:	<u>Implementation Monitoring and Evaluation Division</u>
03	Procuring Entity Name:	Secretary, <u>Implementation Monitoring and Evaluation Division</u>
04	Procuring Entity Code:	Not applicable
05	Procuring Entity District:	Dhaka
06	Expression of Interest for Selection of	Consulting Firm (National).
07	EOI Ref No	File No 21.00.0000.008.99.002.23.08
08	Date	26.09.2023

<b>Key Information</b>		
09	Procurement Method	Fixed Budget Selection (FBS)

<b>Funding Information</b>			
10	Budget and Source of Funds	Revenue Budget	Government
11	Development Partners	Not applicable	

<b>Particular Information</b>			
12	Project / Programme Code (if applicable)	-----	
13	Project / Programme Name (if applicable)	“Upazila Complex Expansion (2nd Phase) (1 <sup>st</sup> Revised)” being implemented by LGD.	
14	EOI Closing Date and Time	Date: 11.10.2023	Time: 02.00 pm

<b>Particular Information</b>		
15	Brief Description of Assignment	The firm will conduct <b>in-depth monitoring</b> depending on TOR. The objectives of this assignment is to conduct in-depth monitoring of the project “Upazila Complex Expansion (2nd Phase) (1 <sup>st</sup> Revised)” in collaboration with project personnel and all potential stakeholders. Besides: to review & present project related information (background, objectives; status of project approval/revision, mode of financing & other relevant issues etc.); To collect, review, analyze data and present it with graphical/tabular form in regards to overall progress & component wise implementation progress (physical and financial) of the project. The recommendations made by the consulting firm would be a guideline to implement similar project in future. The recommendations made by the IMED appointed consulting firm would be a guideline to direct the project on right track and help implementing similar project in future.

16	Experience, Resources and Delivery Capacity Required of firm	At least 3 (Three) years' experience in conducting research or relevant studies.		
17	Other Details (if applicable)	Interested Firms are hereby invited to submit EOI containing (i) printed brochures (showing organizational identity and background, relevant experience), (ii) The potential applicant's experience, resources, professional manpower and ability to provide services as proof of eligibility for the job described, (iii) Educational qualifications and professional experience of the required manpower, (iv) Updated Income tax Certificate, (v) Updated Trade License, (vi) Legal Documents for annual turnover, (vii) Bank Solvency showing managerial and financial standing (according to PPA 2006 and PPR 2008), (viii) VAT Registration Certificate, (ix) Attested copy of all certificates including profile of the organization should be attached, and (x) Continuous page numbering with table of content. The detailed Terms of Reference will be available upon request either through e-mail ( <a href="mailto:addl_secy_admn@imed.gov.bd">addl_secy_admn@imed.gov.bd</a> or <a href="mailto:dgsector3@imed.gov.bd">dgsector3@imed.gov.bd</a> ) or in person from the address provided below.		
18	Association with foreign firms is	Not applicable		
19	The assignment will complete in a single phase. The tentative start and completion deadline, reporting obligation will be specified in the TOR.			
Procuring Entity Details				
20	Name of Official Inviting Expressions of Interest	<b>Dr. Gazi Md. Saifuzzaman</b>		
21	Designation of Official Inviting Expressions of Interest	<b>Additional Secretary</b> Implementation Monitoring and Evaluation Division Ministry of Planning.		
22	Address of Official Inviting Expressions of Interest	Block-5, Room- 23 <u>Monitoring and Evaluation Sector -3</u> IMED, Ministry of Planning. (Attention: <b>Md. Abdul Majid, ndc</b> , Director General)		
23	Contact details Official Inviting Expressions of Interest	Tel. +88029180745	Fax. +88029180749	E-mail: <a href="mailto:dgsector3@imed.gov.bd">dgsector3@imed.gov.bd</a> <a href="mailto:raminur61@yahoo.com">raminur61@yahoo.com</a>
24	The procuring entity reserves the right to accept or rejects any application.			

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