Government of the People's Republic of Bangladesh

Ministry of Planning

Implementation Monitoring & Evaluation Division (IMED)

Sher-e-Banglanagar, Dhaka-1207

Tel: 9110008, Fax: 9180924

E-mail: jsbranch@imed.gov.bd, Website: www.imed.gov.bd

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

Contract Package No. # Sector-7/SR-

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| Government of the people’s Republic of Bangladesh | | |
| 01 | Ministry/Division: | [Implementation Monitoring and Evaluation Division](http://www.imed.gov.bd/) |
| 02 | Agency: | [Implementation Monitoring and Evaluation Division](http://www.imed.gov.bd/) |
| 03 | Procuring Entity Name: | [Implementation Monitoring and Evaluation Division](http://www.imed.gov.bd/) |
| 04 | Procuring Entity Code: |  |
| 05 | Procuring Entity District: | Dhaka |
| 06 | Expression of Interest for Selection of | Consulting Firm (National). |
| 07 | EOI Ref No | File No. 21.00.0000.021.02.001.18-80 |
| 08 | Date | 12/09/2019 |

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| Key Information | | |
| 09 | Procurement Method | Fix Budget |

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| Funding Information | | | |
| 10 | Budget and Source of Funds | Revenue | Government |
| 11 | Development Partners | Not applicable | |

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| Particular Information | | | |
| 12 | Project / Programme Code  (if applicable) | Not applicable | |
| 13 | Project / Programme Name  (if applicable) | “Income Generating Activities (IGA)Training for Women at Upazila Level” | |
| 14 | EOI Closing Date and Time | Date: 06/10/2019 | Time: 2.00 PM |

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| Particular Information | | | | | | |
| 16 | Brief Description of Assignment | | The specific objectives of the assignment are -  16.1 The consultant organization will perform the in-depth assessment work according to the TOR determined;  16.2 Public Procurement Laws and Rules to be followed in appointing consultant organizations in the in-depth assessment;  16.3.Project Objectives and Detailed Participatory Implementation (Real and Financial) Progress Information Collection, Insertion, Analysis, Presentation and Review by Table / Chart;  16.4 Review and monitoring of whether the collection/ collection of various products, works and services under the project has been collected through necessary monitoring / verification according to the specification / BOQ / TOR, quality standards, amount determined in the purchase agreement; | | | |
| 17 | Experience, Resources and Delivery Capacity Required of firm | | (a) At least 1year of experience must be completed in respect to the relevant assessment of the consulting firm;  (b) The maximum age limit for all consultants employed under the consulting firm will be limited to 65 (sixty five);  (c) In case of procurement of different products, works and services executed under the project, the relevant laws and regulations (PPA-2006 /PPR-2008 and the development partner's guideline, etc.) are relevant and experienced;  (d) In-depth assessment of this package will be completed in the next maximum 4 months of contract work;  (e) Experience in data collection, data processing and preparation of reports from field level; &  (f) Sufficient manpower and useful materials/equipments. | | | |
| 18 | Other Details (if applicable) | |  | | | |
| 19 | Association with foreign firms is | | Not applicable | | | |
| 20 | Ref No | Phasing of Services | | Location | Indicative Start Date | Indicative Completion Date |
| S1 | Inception report (inclusive of detail work plan, methodology, sample size, strategy etc.) | | [Monitoring and Evaluation](http://www.imed.gov.bd/) Sector 7 | 15 days after signing  the contract) |  |
| S2 | Submission of 1st draft report including findings with analysis | | [Monitoring and Evaluation](http://www.imed.gov.bd/) Sector 7 | 75 days after signing  the contract) |  |
| S3 | Submission of 2nd draft report including findings with analysis | | [Monitoring and Evaluation](http://www.imed.gov.bd/) Sector 7 | 90 days after signing  the contract) |  |
| S4 | Submission of final report (in Bengali and English) | | [Monitoring and Evaluation](http://www.imed.gov.bd/) Sector 7 | 110 days after signing  the contract) |  |

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| Procuring Entity Details | | | | |
| 21 | Name of Official Inviting Expressions of Interest | Md. Mahmudul Haque | | |
| 22 | Designation of Official Inviting Expressions of Interest | Joint Secretary (Administration)  Implementation Monitoring and Evaluation Division. | | |
| 23 | Address of Official Inviting Expressions of Interest | Director General  [Monitoring and Evaluation](http://www.imed.gov.bd/) Sector 7  Block-5, Room- 13  [Monitoring and Evaluation](http://www.imed.gov.bd/) Sector 7  IMED, Ministry of Planning. | | |
| 24 | Contact details Official Inviting Expressions of Interest | Tel:  9180606 | Fax.  9180749 | E-mail: jsbranch@imed.gov.bd |
| 25 | The procuring entity reserves the right to accept or rejects all EOI’s. | | | |

**Md. Mahmudul Haque,**

Joint Secretary (Administration)

IMED, Ministry of Planning

Planning Commission Campus,

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