

Upazila Governance & Development Project (UGDP)

Local Government Division

DPHE Bhaban

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

No. : 46.600.007.00.00.004/5.2022-23. 179



Date: 31/07/2022

Request for Expression of Interest (EOI)

for

Selection of Consulting Firm for 6th 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 6 th Performance Assessment of Upazila Parishad under UGDP
7.	Invitation Ref. No.	46.600.007.00.00.004/5.2022-23. 179
8.	Date	24/07/2022
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)	5005
12.	Project/Program Name (if applicable)	Upazila Governance and Development Project (UDGP)
13.	EOI Package Nos.	UGDP/SD-35
14.	EOI Package Name	Selection of Consulting firm for 6 th Performance Assessment of Upazila Parishad under UGDP
15.	Procurement Method	QCBS (Quality & Cost Based Selection)
16.	EOI Publication Date	01/08/2022
17.	EOI Closing Date and Time	16/08/2022 03.00 pm
18.	EOI Opening Date and Time	16/08/2022 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	The Consulting firm will accomplish the following stages: Stage 1: Preparatory Work Stage 2: Online Data Verification based on the 5 (five) Precondition Indicators and 10 (ten) Performance Indicators as mentioned in the TOR Stage 3: Data Aggregation and Analysis; Stage 4: Preparation of Final Report Stage 5: Printing and Publication of Newsletter The detail description of assignment will be available in ToR
21.	Eligibility of the firm	- 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 Data Verification/ Data 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 Thirty (30) lacs in last three (03) years. - Consulting firm should submit Bank Solvency Certificate (current year) from any Scheduled Bank of Bangladesh. The details will be available in ToR
22.	Other information	1) A Firm/Company will be selected in accordance with the Public Procurement Act 2006 and Public Procurement Rules 2008. 2) Interested firms may obtain detail ToR from the website of UGDP (www.ugdp-lgd.org) or LGD 3) (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). 4) The no. of working partner in case of joint venture (if any) not more than two (02). 5) 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 6 th Performance Assessment of Upazila Parishad under UGDP (Package no. UGDP/SD-35)". 6) 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, Shahid Captain Monsur 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 (www.ugdp-lgd.org) & LGD (www.lgd.gov.bd)	
28.	The Authority reserves all rights to accept or reject any or all EOIs without assigning any reason thereof.	

(Kazi Ashraf Uddin)
Project Director (Additional
Secretary) Telephone: 02-55130725