

## Vacancy Announcement

United Nations Development Programme (UNDP) - Bangladesh, invites applications from highly qualified, energetic, and experienced development professionals who want to join UNDP's dynamic working environment, for recruitment in the following positions for the "Disaster Response Facilities" Project:

1. Economic Recovery Specialist (1 position)
2. Shelter Specialist (1 position)
3. Secretary (1 position)

For details of the Terms of Reference and instructions to apply, please visit our website: <http://www.undp.org.bd/jobs>. Applications should be received no later than 2 April 2008.



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### Civil Service College, Dhaka

BIAM Bhaban,  
63, New Eskaton, Dhaka 1000

### Invitation for Tender

1	Agency	Civil Service College, Dhaka
2	Procuring Entity Name	Civil Service College, Dhaka
3	Procuring Entity District	Dhaka
4	Invitation for	Computer and Computer related items.
5	Invitation Ref No	CSC/comp-01/06/2007
6	Date	21-03-2008
7	Procurement Method	Open Tender Method
8	Budget and Source of Funds	Civil Service College, Dhaka, Revenue Budget
9	Tender Package Name	Computer and Computer related items
10	Last Selling Date of Tender document	27-03-2008 (Documents will be available for sale from 23 <sup>rd</sup> to 27 <sup>th</sup> March, 2008, from the Asstt. Director (Admn), Civil Service College, Dhaka)
11	Closing Date and Time of Tender	Date: 13-04-2008 Time: 12:00PM
12	Name & Address of the office(s)	Asstt. Director, Civil Service College, Dhaka
13	Selling Tender Document	BIAM Bhaban, 3 <sup>rd</sup> floor, 63, New Eskaton, Dhaka - 1000
14	Time for completion of delivery	Within 30 days from the notification of contract award.
15	Receiving Tender Document	Director, Civil Service College, Dhaka, BIAM Bhaban, 3 <sup>rd</sup> floor, 63, New Eskaton, Dhaka - 1000
16	Opening Tender Document	Date: 13-04-2008 Time: 2:30PM
17	Place / Date / Time of	Principal, Civil Service College, Dhaka.
18	Eligibility of Tenderer	Well reputed and financially solvent tenderers. They must have adequate experience in supply and installation of Computer and computer related items.
19	Brief Description of Goods or Works	Computer and computer related items.
20	Brief Description of Related Services	Computer and computer related items.
21	Price of Tender Document (Tk)	500/- (Five hundred only)
22	Lot No	Identification of Lot
23	Computer and Computer related items	CSC, Dhaka
24	Tender Security Amount (Tk)	25000/- (Twenty five thousand only)
25	The procuring entity reserves the right to accept or reject any tender without assigning any reason.	

Director  
Civil Service College, Dhaka  
Phone: 8317352



### Invitation for Re-Tenders

Memo. No. VNS/4/08		Date: 17.03.2008		
1	Procuring Entity / Executive Agency	Viqarunnisa Noon School & College 1/A, New Baily Road, Dhaka – 1000.		
2	Procuring Entity District	Dhaka		
3	Invitation for	Supplying and installation of 500 KVA sub-station.		
4	Procurement Method	Two-Stage Tendering Method (Technical Proposal & Financial Proposal).		
5	Source of Funds	Viqarunnisa Noon School & College's own fund.		
6	Tender Last Selling Date	09-04-2008		
7	Tender Closing Date and Time	10-04-2008 at 11:00 a.m.		
8	Tender Opening Date and Time	10-04-2008 at 11:30 a.m.		
9	Name & Address of the office			
	- Selling Tender Document	Principal, Viqarunnisa Noon School & College 1/A, New Baily Road, Dhaka – 1000.		
	- Receiving Tender Document	-Do-		
	- Opening Tender Document	-Do-		
		Reputed Contractors / Firms / Manufacturers / Suppliers having experience in successful completion of at least 1 (one) number of similar sub-station of value in excess of Tk.30 (thirty) lakh in a single tender in Govt. / Semi-Govt. / Autonomous / Similar organization during last 5 (five) years.		
11	Brief Description of Works	The project consists of Electro-Mechanical works.		
12	Price of Tender Document	Tk.1,000.00 (Taka one thousand only) in cash (non-refundable).		
13	Identification of Lot	Location	Tender Security Amount (Tk)	Completion Time in Months
	Supplying and installation of 500 KVA sub-station.	1/A, New Baily Road, Dhaka – 1000.	2.5% of total quoted amount.	3 (Three)
14	Name of Official Inviting Tender	R. A. Begum		
15	Designation of Official Inviting Tender	Principal (Acting)		
16	Address of Official Inviting Tender	1/A, New Baily Road, Dhaka – 1000.		
17	Contact details of Official Inviting Tender	Tel. No.: 8350500, 9348266	Fax No.: 9333598	e-mail: vnscc@aitlbd.net
18	Special conditions	Work to be done after 5:00 p.m. & holiday. Routine School function shall not be disturbed due to work for which special measures to be taken.		
19	The procuring entity reserves the right to accept or reject all tenders.			

(R. A. Begum)  
Principal (Acting)  
Viqarunnisa Noon School & College  
1/A, New Baily Road, Dhaka - 1000.



### আধুনিক ভাষা ইনস্টিটিউট

ঢাকা বিশ্ববিদ্যালয়

### ভর্তি চলছে

ফরাসী ও স্প্যানিশ ভাষায় সংক্ষিপ্ত কোর্স  
আসন সীমিত। আগে এলে আগে পাবেন ভর্তি।

নূনতম শিক্ষাগত যোগ্যতা : এইচএসসি/সমমান  
কোর্সের মেয়াদ : ৬০ ঘণ্টা  
ক্লাশ শুরু : ফরাসী ২৮শে মার্চ, ২০০৮  
আসন সংখ্যা : ফরাসী ২০  
বিস্তারিত তথ্যের জন্য ইনস্টিটিউটের নোটিশ বোর্ড দেখা যেতে পারে।  
সি-৮৪৪ পরিচালক



The Institute of Cost and Management Accountants of Bangladesh  
(An autonomous body under the Ministry of Commerce)

### CAREER OPPORTUNITY

The Institute invites applications for immediate employment in the following positions:

Deputy Director/Additional Director(Education-01), Additional Director(Examination-01), Deputy Director/Additional Director(PRT & Cost Audit-01)

For Deputy Director: The candidate must have ACMA/FCMA and 4 years experience in a reputable organization. The candidate should have computer operation skill and good command in English language. Preferred age group is 30-40 years. Pay scale: Tk. 13,750-550x10-19250 plus other benefits.

For Additional Director: The candidate must have FCMA with 5 years experience in a reputable organization having a good academic career and should have strong command in English language. The candidate should have computer operation skill. Preferred age group is 35-45 years. Pay scale: Tk. 15,000-600x8-19,800- plus other benefits.

In case of suitable candidate age limit may be relaxed, higher salary and contract service may be offered.

Interested candidates who fulfill the above requirements are requested to send their applications along with complete CV and two passport size photographs with attested photo copies of all educational and experience certificates to the Executive Director, ICMA Bangladesh, ICMA Bhaban, Nilkhet, Dhaka-1205 by April 03, 2008 at the latest.



পাওয়ার গ্রিড কোম্পানী অব বাংলাদেশ লিমিটেড  
POWER GRID COMPANY OF BANGLADESH LTD.  
(An Enterprise of Bangladesh Power Development Board)

Red Crescent Tower, 17, Mohakhali C/A, 6th Floor, Dhaka-1212, Bangladesh.  
No. 01/PGCB/Sec2008/1169 Date: March 19, 2008

### NOTICE OF TIME EXTENSION

of  
Closing Date for Submission of Bid  
for

Design-Build and Turnkey Contract for Extension of Existing 230/132kV Substation at Comilla (N) and Hathazari Under JBIC's Grid Substation and Transmission Lines Development Project.  
[JBIC Loan Agreement No. BD-P52].

Ref: Memo No.: 01/PGCB/Sec2007/4628  
dated: December 27, 2007.

The closing date for submission of Bids for the above work is hereby extended from April 02, 2008 at 11:00 am BST to April 16, 2008 at 11:00 am BST.

All other terms and conditions for the above Bidding document shall remain unaltered.

(Abul Khair Chowdhury)  
Company Secretary, In-charge

### গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

পুলিশ স্টাফ কলেজ

বাংলাদেশ

### দরপত্র বিজ্ঞপ্তি

নং-০৪ (২০০৭-২০০৮)

১।	মন্ত্রণালয়/বিভাগ	২।	স্বাক্ষরিত মন্ত্রণালয়, পুলিশ বিভাগ।
২।	সংগ্রাহক সত্তার নাম	৩।	পরিচালক (প্রশাসন), পুলিশ স্টাফ কলেজ, বাংলাদেশ।
৩।	কি জন্য আহ্বান	৪।	নির্মাণ কাজ।
৪।	আবাসনের সূত্র	৫।	স্মারক নং-পুস্টাক/
৫।	তারিখ	৬।	১৭/০৩/০৮ইং।
৬।	দরপত্র বিক্রয়ের শেষ তারিখ	৭।	১৬/০৪/০৮ইং অফিস চলাকালীন সময়।
৭।	দরপত্র দাখিলের শেষ তারিখ	৮।	১৭/০৪/০৮ইং দুপুর ১২:০০ ঘটিকা।
৮।	দরপত্র খোলার তারিখ ও সময়	৯।	১৭/০৪/০৮ইং দুপুর ১৩:০০ ঘটিকা।
৯।	দরপত্র দাখিল বিক্রয়ের অফিসের নাম ও ঠিকানা	১০।	পুলিশ স্টাফ কলেজ, মিরপুর-১৪, ঢাকা।
১০।	দরপত্র গ্রহণকারী দপ্তর	১১।	পুলিশ স্টাফ কলেজ, বাংলাদেশ।
১১।	দরদাতাদের যোগ্যতা	১২।	প্রকৃত যোগ্যতা ও অভিজ্ঞতাসম্পন্ন ঠিকাদার/সরবরাহকারী/কোম্পানী অথবা দরপত্র গ্রহণ করিতে পারিবেন।
১২।	দরপত্র সিডিউলের মূল্যঃ	১৩।	ক) নতুন লিফট সরবরাহ এবং স্থাপন কাজের জন্য
১৩।	ক) নতুন লিফট সরবরাহ এবং স্থাপন কাজের জন্য	১৪।	ক) ১০০০/- (এক হাজার) টাকা (অফেরতযোগ্য)।
১৪।	খ) নতুন জেনারেটর সরবরাহ এবং স্থাপন কাজের জন্য	১৫।	খ) ১০০০/- (এক হাজার) টাকা (অফেরতযোগ্য)।
১৫।	কাজের সর্বোচ্চ বিরাম ও টেন্ডার সিডিউরিট মানি (ব্যাংক ড্রাফট)	১৬।	ক) নতুন লিফট সরবরাহ এবং স্থাপন কাজ-৫০,০০০/-
১৬।	খ) নতুন জেনারেটর সরবরাহ এবং স্থাপন কাজ-৭৫,০০০/-		

উল্লেখ্য যে, উপরে বর্ণিত ০২ (দুই)টি কাজের জন্য পৃথক পৃথক সিডিউল প্রস্তুতকৃত কাজের পার্শ্বে বর্ণিত টাকা সিডিউরিট মানি হিসাবে ব্যাংক ড্রাফট/পে-অর্ডার এর মাধ্যমে দরপত্রের সহিত দাখিল করিতে হইবে।

শেখ ওমর ফারুক  
পরিচালক (প্রশাসন)  
পুলিশ স্টাফ কলেজ, বাংলাদেশ  
জিডি-১৩২০

## Spot Admission

## New Zealand

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For More Information Please Contact Exclusive Representative in Bangladesh

**RK Consultancy Ltd.** স্বপ্ন গড়ার কারিগর  
49, Motijheel C/A (8th Floor), Dhaka - 1000. Tel : 9553784, 716238, 7162956

The New Zealand School of TRAVEL & TOURISM

Computer Power Institute

Spot Admission & Interview Conducted by:  
**Mr. Stuart Law**  
International Manager

**Date: 22, 23 & 24 March/08**  
**Time: 10 am to 5 pm**

### Career Opportunity in International NGO

NETZ Partnership for Development and Justice, an international NGO with its Head Office in Germany, is in search of some highly competent professionals for the Country Office for immediate employment.

**1. Programme Director** - The deputy head of NETZ Bangladesh Country Office in Dhaka  
Location: Dhaka with frequent field visits to different locations of Bangladesh  
Salary: BDT 80,000 per month consolidated along with one festival bonus and one gratuity equivalent to one month's salary each. Negotiable for highly deserving candidates.  
Responsibilities: Lead programmes/projects of NETZ Bangladesh; Contribute to conceptual and strategic development of programmes; Ensure quality management of projects; Represent NETZ Bangladesh to the relevant agencies in absence of the Country Director; Develop programmes for future cooperation; Monitor the ongoing projects including finance; Liaise with donors, diplomatic missions, civil society, NGOs, and government agencies; Collect necessary information on potential partner NGOs; Contribute to development of project documents for back donors; Review proposals for NETZ Bangladesh cooperation; Review PANGO reports including programme and finance; Coordinate and facilitate assessments, project review and studies; Follow-up of evaluation recommendations; Organise and facilitate review meetings and workshops with PANGOs; Keep updated information on main working fields; Lead/take part in donors consortia; and Assist the Country Director for programme development and management.  
Qualifications: Masters in any discipline from any reputed university (No 3rd Class in any public exams.)  
Experience: Min. 6 years in any reputed national or international NGOs in relevant mid-management positions  
Competencies: Excellent understanding of development programmes in Bangladesh; Strong managerial and problem-solving skills and a demonstrated ability to advise, motivate and support people in a consultative manner; Skills in monitoring and evaluation and ability in doing research and analysis; Ability to work in a result oriented and time-bound environment; Excellent language proficiency both in Bangla and English; and good computer literacy including Word, Excel, and Power Point

**2. Coordinator PM&E** - A position for European Commission co-financed project for PM&E role  
Location: Dhaka with frequent field visits to different locations of Bangladesh  
Salary: BDT 40,000 per month consolidated along with one festival bonus and one gratuity equivalent to one month's salary each. Negotiable for highly deserving candidates.  
Responsibilities: Ensure overall planning monitoring and evaluation of the project; Design monitoring system for the project; Supervise implementation of baseline survey; Ensure quality data collection and analysis as well as report writing; Provide training to the staff of the project; Support PANGOs in preparing annual operational plan of the project; Review project progress periodically; Make review visits in field area; Conduct annual review and planning workshop; and Coordinate external evaluation and other assessment and studies.  
Qualifications: Masters in Social Science or any related discipline from any reputed university  
Experience: Min. 4 years experience in a reputed national/international NGOs in research related work in relevant field  
Competencies: Good understanding of programmes for livelihood development of the ultra poor; Excellent skills in data collection, analysis and report presentation; good computer literacy including Word, Excel, Power Point and SPSS; Skills in facilitation of training/workshop sessions; Skills in report writing; and Excellent language proficiency both in Bangla and English.

**3. Administrative Officer** - A position to support the Country Office for administrative and secretarial tasks  
Location: Dhaka  
Salary: BDT 30,000 per month consolidated along with one festival bonus and one gratuity equivalent to one month's salary each. Negotiable for highly deserving candidates.  
Responsibilities: Ensuring, in an efficient, tidy and sound manner, all kinds of internal and external contacts and communications; Provide necessary administrative support including various logistic services; Maintain files and documents; Keep meeting minutes and resolutions; Deal with human resource management and personnel matters, and Assist the Country Director in tracking his day to day work.  
Qualifications: Masters in any discipline from any reputed university, may be relaxed for deserving candidates  
Experience: Min. 3 years experience in similar position in any reputed national/international NGOs;  
Competencies: Good understanding of managerial and administrative tasks of non-profit organisations; Good interpersonal communication skills; Ability to meet deadlines; Excellent language proficiency both in Bangla and English; and Good computer literacy including Word, Excel, Power Point including typing speed both in Bangla and English.

Eligible candidates between 30-50 years having ability to work under pressure and commitment for empowerment of the poor, progressive ideals, gender sensitivity, pleasant personality and sound track record of reliability and trustworthiness are encouraged to apply with a CV (4 pages) mentioning divisions/classes in all exams and a recent photo by post to: NETZ, House 40 (1st Floor), Road 4A, Dhanmondi, Dhaka 1209 latest by March 30, 2008.

**NETZ is an equal opportunity employer. Any canvassing is treated as disqualification.**

বড় বৃষ্টি বাদলা দিনে  
বেস্ট এয়ার এর বোয়িং ওড়ে নিশ্চিতে

ড্রাম কন্ট্রল কেট এয়ার-এর  
সুপারসো বোয়িং ৭৩৭-এ... নিয়ন্ত্রণ, স্বাক্ষরিত, নিশ্চিত।  
যে কোন আবহাওয়ায় আপনার নিশ্চ বড়-  
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Corporate Office :  
House 43, Road 1/A, Block-1, Baridhara Diplomatic Area, Dhaka-1212, Bangladesh  
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