

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
সড়ক পরিবহন ও সেতু মন্ত্রণালয়
সড়ক পরিবহন ও মহাসড়ক বিভাগ
প্রশাসন শাখা

Government of the People's Republic of Bangladesh
Ministry of Primary and Mass Education
Bureau of Non-Formal Education
Basic Literacy Project (64 Districts)
232/1 Tejoan I/A, Dhaka-1208

নং-৩৫.০০.০০০০.০৪১.৩০.০০৬.১৪-১১৯

তারিখ : ১২ মাস ১৪২১
২৫ জানুয়ারী ২০১৫

উন্মুক্ত দরপত্র বিজ্ঞপ্তি

Request for Expression of Interest (EOI)

১.	মন্ত্রণালয়/বিভাগ	সড়ক পরিবহন ও মহাসড়ক বিভাগ, সড়ক পরিবহন ও সেতু মন্ত্রণালয়।
২.	সম্প্রদায়িক সত্তার নাম	সড়ক পরিবহন ও মহাসড়ক বিভাগ, সড়ক পরিবহন ও সেতু মন্ত্রণালয়।
৩.	সম্প্রদায়িক সত্তার কোড	৫০- সড়ক পরিবহন ও সেতু মন্ত্রণালয়
৪.	সম্প্রদায়িক সত্তার জেলার নাম	ঢাকা।
৫.	যে জন্য দরপত্র আহ্বান	ব্রাদ ল্যাপটপ, ব্রাদ ডেস্কটপ কম্পিউটার, লেজার প্রিন্টার, ইউপিএস, স্ক্যানার, ওয়ারলেস ল্যান এবং লাইসেন্স এন্টিভাইরাস সফটওয়্যার সহ সংশ্লিষ্ট যন্ত্রাংশ সরবরাহ।
৬.	সম্প্রদায়িক পদ্ধতি	উন্মুক্ত দরপত্র পদ্ধতি।
৭.	বাজেট ও অর্থের উৎস	রাজস্ব বাজেট।
৮.	কোড নং	৬৮১৫-কম্পিউটার ও যন্ত্রাংশ।
৯.	দরপত্র প্যাকেজ নং	০৬/২০১৪-১৫
১০.	দরপত্র প্যাকেজের নাম	ব্রাদ ল্যাপটপ, ব্রাদ ডেস্কটপ কম্পিউটার, লেজার প্রিন্টার, ইউপিএস, স্ক্যানার, ওয়ারলেস ল্যান এবং লাইসেন্স এন্টিভাইরাস সফটওয়্যার সহ সংশ্লিষ্ট যন্ত্রাংশ সরবরাহ।
১১.	দরপত্র সিডিউল বিক্রয়ের শেষ তারিখ	১১ ফেব্রুয়ারী ২০১৫ বেলা ৫.০০ ঘটিকা পর্যন্ত।
১২.	দরপত্র গ্রহণের শেষ তারিখ ও সময়	১২ ফেব্রুয়ারী ২০১৫ বেলা ২.০০ ঘটিকা পর্যন্ত।
১৩.	দরপত্র খোলার তারিখ ও সময়	১২ ফেব্রুয়ারী ২০১৫ বেলা ৩.০০ ঘটিকা।
১৪.	অফিসের নাম ও ঠিকানা	কক্ষ নং-৮০৯ (৯ম তলা), ভবন নং-৭, সড়ক পরিবহন ও মহাসড়ক বিভাগ, বাংলাদেশ সচিবালয়, ঢাকা।
১৫.	ক) দরপত্র বিক্রয়ের স্থান	কক্ষ নং-৮০৯ (৯ম তলা), ভবন নং-৭, সড়ক পরিবহন ও মহাসড়ক বিভাগ, বাংলাদেশ সচিবালয়, ঢাকা।
	খ) দরপত্র গ্রহণের স্থান	কক্ষ নং-৮২২ (৯ম তলা), ভবন নং-৭, সড়ক পরিবহন ও মহাসড়ক বিভাগ, বাংলাদেশ সচিবালয়, ঢাকা।
	গ) দরপত্র খোলার স্থান	কক্ষ নং-৮২২ (৯ম তলা), ভবন নং-৭, সড়ক পরিবহন ও মহাসড়ক বিভাগ, বাংলাদেশ সচিবালয়, ঢাকা।
১৬.	দরপত্রের বোঝানো	সংশ্লিষ্ট কাজে অভিজ্ঞতা সম্পন্ন প্রকৃত ব্যবসায়ী, সরবরাহকারী এবং আত্মীয় দরদাতাদের যথাযথ কর্তৃপক্ষ কর্তৃক প্রদত্ত হালনাগাদ ট্রেড লাইসেন্স, টিআইএন সহ হালনাগাদ আয়কর পরিশোধ সনদ, ভ্যাট নিবন্ধন সনদ, হালনাগাদ ব্যাংক সলভেন্সী সনদ, অভিজ্ঞতা সনদ ইত্যাদি থাকতে হবে।
১৭.	দরপত্র সিডিউলের মূল্য	১০০০.০০ (এক হাজার) টাকা (অফেরৎযোগ্য)।

01.	Ministry/Division	Ministry of Primary and Mass Education
02.	Agency	Bureau of Non-Formal Education
03.	Procuring Entity Name	Project Director, Basic Literacy Project (64 Districts)
04.	Procuring Entity District	Dhaka
05.	Expression of Interest for short listing of	Implementing Non Government Organizations (INGOs)
06.	EOI Reference No.	38.399.014.00.00.27.2014-118
07.	Date	25 January 2015

KEY INFORMATION
08. Procurement Method : Quality and Cost Based Selection(QCBS)/Selection on Fixed Budget (SFB)

FUNDING INFORMATION
09. Budget and Source of Fund : GOB Fund in local currency (As per approved DPP)
10. Development Partners (If Applicable) : N/A

PARTICULAR INFORMATION
11. Project/Programme Code (If Applicable) : 5014
12. Project/Programme Name (If Applicable) : Basic Literacy Project (64 Districts)
13. EOI Closing Date and Time : Upto 2.00 P.M. of 03 March 2015
14. Place of EOI Submission : Respective District NGO Selection committee of 64 districts (Each district committee is headed by the Deputy Commissioner (DC) of the respective district)

INFORMATION FOR APPLICANTS
15. Brief description of the project : Basic Literacy Project (64 districts) is a GOB financed project under Ministry of Primary and Mass Education with objectives to provide Basic Literacy and Life Skills to 4.5 million adolescents and adults of 15-45 age group. Its coverage area is 250 selected upazillas of 64 districts of the country. The project will be implemented in 4 phases within a time span of 5 years. Under the project 75000 learning center will be established at selected 250 upazillas where both male and female learners of 15-45 age group will receive Non-Formal education. The program of the project will be implemented through building partnership with selected NGOs.

16. Brief description of the Assignment (Roles and Responsibilities) :
• To coordinate with local Administration, local government institutions, NGOs, CBOs service providers, stakeholders and community people for successfully implementation of the project.
• To conduct the baseline survey, learners selection and center establishment in cooperation with DC, UNO, DBNFE, Local Govt. Institutions, Communities, etc.
• To form CMC at each center as per base line survey.
• To recruit teachers & supervisors in coordination with UNO/UNFEC.
• To facilitate foundation training of teachers & Supervisors.
• To attend monthly UNFEC meeting.
• To conduct regular monitoring and evaluation.
• To cooperate DC, UNO, DBNFE and UPOs to organize social mobilization, advocacy dissemination, training, workshops, seminar, orientation, etc. at field level.
• To ensure regular meeting of ULC and CMC in cooperation with UNO and UPO.
• To organize monthly refresher meeting with teachers and supervisors;
• To prepare monthly progress/monitoring report;
• To analyze the progress report collected from supervisors and take necessary corrective actions;
• To prepare and timely submit the Statement of Expenditure (SOE) to UNO;
• To help formation of Upazila Assessment Committee to assess the learners achievement;
• To collect/prepare/procure necessary materials for Learning Centers;
• To ensure community contribution in establishing learning centers;
• To ensure the distribution of materials among the centers and learners timely;
• To ensure quality teaching learning process by the teachers;
• To ensure the proper roles and responsibilities of teachers and supervisor;
• To ensure the attendance of learners;
• To ensure community participation and resource mobilization in coordination with DC, UNO, DBNFE, local Govt. institutions and other stakeholders;
• To take supportive action for improvement whenever raise administrative issues and discuss at monthly DNFE/UNFEC/ULC/CMC meeting; and collect monitoring reports from the field regularly and send to UNO DC and DBNFE.

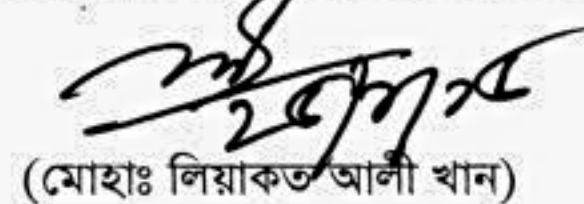
17. Eligibility Criteria (Experience, resources, legal status & delivery capacity required) :
• Be registered with Department of Social Welfare/NGO Affairs Bureau;
• Have a duly approved constitution as per relevant registration;
• Have a legally constituted Executive Board with list of membership including their academic and professional background;
• Have an organizational structure with information on number of officials at senior (including Executive Director /Chief Executive Officer) and mid level management with information on their academic background, professional experience, roles and responsibilities;
• Have established office premises in the proposed upazila/district where willing to work;
• Have at least two years working experience, after registration, in the field of NFE/Literacy/Livelihood Skill Training;
• Have a good system of maintaining transparent accounts, internal and external audit and general financial management. Submission of general audit report for the last 2 years based on NGO's fiscal year. Be willing to accept external audit;
• Have experienced/trained officials involved in monitoring and evaluation activities;
• Have good coordination with the local administration of the proposed upazila/district. NGO(s) Should submit all the minutes of GO-NGO Coordination meetings organized by the concerned Deputy Commissioner/UNO during the immediate past two years.
• Not seek or receive funds from more than one source for the same program in the same area.

18. Other Information :
1. Short listing of NGO will be done in accordance with the procedures set out in the Public Procurement Rules-2008 (PPR-2008) and Evaluation criteria of DPP of the project.
2. RFP will be issued to short listed NGOs by respective District NGO Selection Committee.
3. Expression of Interest (EOI) shall be submitted in sealed envelope to the respective District NGO Selection Committee.
4. Interested NGO may obtain further information from the undersigned during office hours (9.00 am to 5.00 pm) excepting Govt. holidays.
5. The EOI will be cancelled if any fake/false documents are found in the documents submitted by the NGOs.

Special Instruction:

- ❖ The NGO's which are not able to fulfill the above mentioned Eligibility Criteria should not submit proposal for implementing the programme.
- ❖ One NGO can submit proposal for not more than one district (Maximum all selected upazillas of one district).
- ❖ The interested eligible NGOs must submit the following documents with their proposals
 - Attested copies of certificates for educational qualifications of the officials at senior (including Executive Director/CEO) and mid level management.
 - Attested copies of documents for the ownership of the office (s).
 - Attested copies of Allotment/agreement with Govt./donors for providing the working experiences in the field on NFE/Literacy/Livelihood Skills Training.
 - Attested copies of audit report for the last 2 years based on NGO's fiscal year.
 - Attested copies of certificates of experiences/trainings of officials involved in monitoring and evaluation activities.
 - Attested copies of resolutions of GO-NGO Coordination meetings organized by Deputy Commissioner UNO of the concerned district/upazila during the immediate past two years.

PROCURING ENTITY DETAILS
19. Name of Official inviting EOI : Md. Shafiqul Islam
20. Designation of Official Inviting EOI : Project Director (Joint Secretary)
21. Address of Official inviting EOI : Bureau of Non-Formal Education (BNFE) NFE Bhaban, (2nd Floor) 232/1 Tejoan I/A, Dhaka-1208
22. Contact detail of Official Inviting EOI : Tel: 9885780, Fax: 9863071, E-mail: pdblp2014@gmail.com
23. The Procuring entity reserves the right to accept or reject any or all EOI without assigning any reason whatsoever.


(মোহঃ লিয়াকত আলী খান)
সহকারী সচিব
ফোনঃ ৯৫৮৪১২৮

Bangladesh Livestock Research Institute, Savar, Dhaka.

No. NCP-4/Outsourcing/2015/120 Date: 25/01/2015

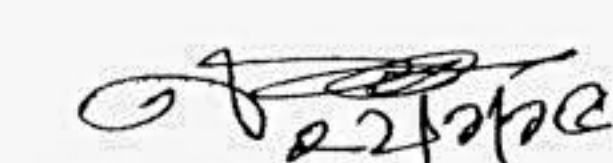
Expression of Interest (EOI) for Selection of Firm (Supplying outsourcing staffs).


1.	Ministry/Division	Ministry of Fisheries & Livestock.
2.	Agency	Research on 'Scavenging (Deshi) Poultry Conservation and Development', BLRI, Savar, Dhaka.
3.	Procuring Entity Name	Project Director, Research on 'Scavenging (Deshi) Poultry Conservation and Development', BLRI, Savar, Dhaka.
4.	Procuring Entity District	Dhaka.
5.	Expression of Interest for Selection of	Firm/Company for developing staff (Driver- 1, M.L.S.S.- 1, Sweeper-1, Poultry Attendant-3 & Junior Field Assistant- 6)
6.	EOI Ref. No. and Date	No. NCP/Outsourcing/2015/ date:
7.	Procurement Method	Fixed Budget Selection (FBS).
8.	Budget and Source of fund	GOB.
9.	EOI submission date & time	10/02/2015 up to 12-00 Noon.
10.	EOI submission place	Engineering section, Bangladesh Livestock Research Institute, Savar, Dhaka.
11.	Brief description of duties & responsibilities to be performed	The firm will have to deploy 1 Driver, 1 M.L.S.S, 1 Sweeper and 3 Poultry Attendant at BLRI head quarter, Savar, Dhaka and 6 Junior Field Assistant at six project areas of different parts of Bangladesh.
12.	Qualification & Experience	• The firm/company must have registration from any Govt. authorized body or authority. • Must have permanent office/offices in Dhaka and management setup for the service wanted. • Must have at least three years overall experience and two years specific experience in supplying quality manpower (Consultant/Experts/Technical staff) in public or private organization/project/NGOs etc.). • Must have experience of supplying manpower (Consultant /Experts/Technical staff in public or private organization/project/NGOs etc.) of at least worth of Tk. 15.00 (fifteen) lakh in single contract in last three years. • Performance will be given to who are experienced on supplying required types of out sourcing staffs.
13.	Other details (if applicable)	Duration: Contract duration will be initially for one (01) year. On the basis of satisfactory performance it may be renewed annually up to project period. Bill payment: All payment including service charges for the firm/company will be made on monthly basis. VAT, Taxes and all other Govt. duties must be deducted as per Govt. Rules
14.	Phasing of service	Out sourcing staff should be fielded annually, but the authority preserves the right to increase or decrease the number.

Ref. No.	Phasing of service	Location	Indicative	Indicative completion date
	Year wise	BLRI, Savar, Dhaka	01-03-2015	28-02-2016 and will be extended year wise subject to satisfactory performance.

15.	Name of official inviting EOI	Dr. Md. Nazrul Islam,
16.	Designation of official inviting EOI	Director General.
17.	Address of official inviting EOI	Bangladesh Livestock Research Institute, Savar, Dhaka.
18.	Contract details of official inviting EOI	Tel 02-7791674 Fax No.7791675 E-mail: mgias04@yahoo.com
20.	Special Instruction	The Procuring Entity reserves the right to reject any or all EOIs without assigning any reason whatsoever.

21. Application must include the following information and supporting papers:
i. Name of firm/company, contact address (including Postal address, Telephone & Fax No. E-mail address and name of contact person with phone/cell no.).
ii. Date of Registration & Establishment (enclosed certified in favor of this).
iii. Up to date Trade License, Tax clearance certificate and VAT registration certificate.
iv. Up to date commercial license for supplying staff/manpower.
v. Working experience in related fields (enclose valid documents).
vi. Selected firm/company must submit and have approval of the CVs of outsourced staff before fielding.
vii. must submit certification of educational qualification and experiences of the outsourced staffs as per contract.
viii. Information about one of the completed contract worth of Tk. 15. (fifteen) lakh or more in a single contract in the last three years with appropriate documents (completion certificate or relevant documents).
ix. Detailed organizational structure.
(a) Managerial manpower (attach list with educational qualifications and experiences).
(b) Organizational capacity and physical facilities of the firm/company.
x. Last two (02) years audit report (enclose attested photocopy).
xi. Proposal should be in letter head pad of the firm/company.


(Dr. Md. Nazrul Islam)
Director General


Md. Shafiqul Islam
Project Director (Joint Secretary)
Basic Literacy Project (64 Districts)
Phone: 9885780