



GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

Standard Request For Expression of Interest (REOI)

(National)

For Selection of Consulting Firm

Bangladesh Public Procurement Authority (BPPA)

Implementation Monitoring and Evaluation Division

Ministry of Planning

October 2025

e-REOI

e-REOI Document

Section 1:

Short Terms of Reference (TOR)

Note: Consultant will response exactly based on TOR

Section 2:

1. Expression of Interest (EOI) Submission Form

The following questions should be answered with respect to a single organization expressing interest or as a combined response of a joint venture expressing interest.

1. Association Type (*please select one of the following*)
 - a) EOI as single party
 - b) EOI as joint venture

(if so please list the joint venture parties)

2. Firm Details
 - a) Name of the Firm
 - b) Date of Incorporation/ Registration of each of the firms (DD/MM/YYYY)
 - c) Board of Directors, if any
 - d) Years in business
Auto come from system based on 'Date of Incorporation/ Registration'
 - e) No. of permanent key staff:
 - f) Total Office Space (In sft.):
 - g) List of Certifications and awards (if any) such as CMMI or ISO etc....

3. Brochures and related documents (Mandatory document upload): Will discuss regarding mandatory or not?

4. Eligibility Declaration

We do hereby declare that:

- (i) we have read the REOI, including the terms of reference (TOR), for this assignment.
- (ii) we have not been engaged to prepare such TOR as entity, association, or joint venture;
and

(iii) no full-time or part-time or contracted expert employed by our entity, association, or joint venture has been engaged to prepare such TOR.

We further confirm that, if any of one or more of our experts is engaged to prepare TOR for any ensuing assignment as part of our work product under the assignment to which this advertisement relates, our firm and any such expert(s) will be disqualified from short-listing and/or participation in such follow-on assignment.

Sign electronically

2. Competencies Form

- **Management Competence**

I) Benefits of Association

If you are proposing a sub consultancy or a joint venture, outline the rationale for and benefits of the “association” Outline proposed management coordination of the “association” including the role of each firm.

Consultant Response (You may upload response as well formatted document)

ii) Policy, procedures and practices for Quality

Does your entity/association/joint venture have standard policies, procedures or practices in place that promote quality in: the workplace, your interaction with clients, and the outputs you produce? If yes, specify correctly

Consultant Response (You may upload response as well formatted document)

iii) Dedicated Unit for Quality Assurance

Does your entity/association/joint venture have a dedicated unit or staff solely responsible for quality assurance? If yes, specify correctly.

Consultant Response (You may upload response as well formatted document)

iv) Assurance of Quality of Performance of the firm or Association

How will you ensure the quality of your entity's/association's/join venture's performance over the life of this assignment?

Consultant Response (You may upload response as well formatted document)

v) Complaint handling policy of the performance of staff

How will your entity/association/joint venture deal with any complaints concerning the performance of your staff or the quality of the reports submitted for this assignment? What internal controls are in place to address and resolve complaints?

Consultant Response (You may upload response as well formatted document)

vi) Resources/Logistic Facilities of the firm/Association/Joint Venture

How will your entity/association/joint venture deal with Resources/Logistic Facilities like (whichever applicable for the assignment) Office Space, Technical and References, Computer Hardware and Peripheral Facilities , Software Facilities, Network Support Facilities, Training and Presentation Facilities, Hardware and Network Maintenance Facilities, Office Equipment, Engineering Survey Equipment, Testing Laboratory, and Transports etc.?

Consultant Response (You may upload response as well formatted document)

- **Technical Competence**

Narrative Descriptions

With reference to the TOR of the assignment, summarize the relevant technical qualifications of your entity/association/joint venture.

Consultant should upload well formatted document from the Document Mapping Section.

a. Narrative description of Availability of appropriate experience and professional qualifications relating to the TOR

2.1 References - Experience of similar assignment

Major Works Undertaken that best Illustrates Qualifications

Assignment Name:	Value of the contract (Multiple Currency)	Assignment Location (Name of the country):	Duration of assignment (months):	Name of the Client, Mobile and Email:	No. of Professional Key Staff provided by your Organization:	Total Key Staff-Months	Start Date (DD/MM/YYYY Y)	Completion Date (DD/MM/YY YY)	JV Role (If Applicable) Not Applicable Lead Secondary	No of Staff-Months of Professional Staff provided by Joint Venture Consultants:	Detailed Narrative Description of Assignment:	Detailed Description of Actual Services Provided by your Staff:
1	2	9 Drop down	3	8	6	7	12	13	10	11	4	5

Document will be uploaded for each item individually.

2.2 References - Experience of other than similar assignment

Experience of other than similar assignment

Assignment Name:	Value of the contract (Multiple Currency)	Assignment Location within country / outside country:	Duration of assignment (months):	Name of the Client, Mobile and Email:	No. of Professional Key Staff provided by your Organization:	Total Key Staff-Months	Start Date (DD/MM/YYYY)	Completion Date (DD/MM/YYYY Y	Name of Joint Venture Consultants, if any: JV Role (If Applicable) Not Applicable Lead Secondary	No of Staff-Months of Professional Staff provided by Joint Venture Consultants:	Detailed Narrative Description of Assignment:	Detailed Description of Actual Services Provided by your Staff:
1	2	9	3	8	6	7	12	13	10	11	4	5

Will be mapped / uploaded by firm:

- Management Competence Document
- Technical Competence Document

3. Audited financial statement / balance sheet Form (Mandatory Form)

SL. No.	Name of the Financial Year	Amount in BDT/Equivalent in BDT	Amount in Words

Note: Follow the Bangladesh Bank website for conversion rate of Equivalent in BDT on the date of publication of REOI.

4. Response on TOR Form

(Optional Form)

Sl. No.	Ref. no. of TOR	Response