



The Government of the People's Republic of Bangladesh
Ministry of Public Administration
BCS Administration Academy
Shahbag, Dhaka-1000
www.bcsadminacademy.gov.bd
Expressions of Interest



(National)

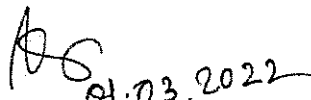
Memo No-05.02.0000.011.14.005.22.49

Date- 01.03.2022

Sealed Expression of Interest (EOI) is hereby invited from experienced consulting firms as per PPA-2006 & PPR-2008 under the following terms and conditions:

1.	Ministry/Division	Ministry of Public Administration
2.	Agency	BCS Administration Academy
3.	Procuring Entity Name	Project Director, "Capacity building of BCS Administration Academy (1 st revised)" – Project, BCS Administration Academy, Shahbag, Dhaka
4.	Title of the Service	Selection of firm for study tour (Programme development and Management)
5.	Invitation Ref. No & Date	05.02.0000.011.14.005.22.49 Date- 01.03.2022
6.	Procurement Method	QCBS (As per PPR-2008)
7.	Source of Funds	GoB (Project budget for FY 2021-22)
8.	Eoi Package No.	Lot-1:SD-8 Uk(UK); Lot-2: SD-8-US(USA) and Lot-3:SD-8S (Singapore) (EOI Submission for each lot separately)
9.	Brief description of Services	Consultancy (Training and Travel Management Firms/Institution) for arranging and managing study tour in UK / USA/ Singapore for academic and training purposes under "Capacity building of BCS Administration Academy (1st revised)" – project, BCS Administration Academy, Shahbag, Dhaka.
10.	Publication Date	03.03.2022
11.	Eoi Closing Date & Time	20.03.2022 & Time- 12:00 pm
12.	Duration of contact validity	30 th June 2022
13.	Eligibility	1. Letter of submission 2. Age of the firm and legal establishment of the firm; 3. VAT registration certificate (13 digits); 4. Update Trade license; 5. Bank solvency certificates; 6. TIN certificate; 7. Income Tax Clearance Certificate; 8. Audit report; 9. At least 10 (Ten) Similar Experiences (only with government offices); 10. MoU with internationally renowned Universities and Training Institutions of the above mentioned countries; 11. Organizational capacity including availability of resources, support and logistic services of the firm, expertise etc.; 12. Similar experiences with contract value and duration or ongoing similar task with contract value and duration; 13. Work experience with the training institutions specially under the Ministry of Public Administration during the last 5 years in the similar field; 14. ISO certification. (Details of ToR will be available in the office of the undersigned)
14.	Other Details	The firms will have to submit the documents in favor of their qualifications as described in SI. No.13.
15.	Other's	1. Consulting Firm will be selected in accordance with the procedures set out in the PPA-2006 & the PPR-2008; 2. The Procuring entity reserves the right to accept any or reject all proposals without assigning any reason;
16.	Name, Designation & address of official inviting EOI	Project Director and Director (Planning & Development), "Capacity building of BCS Administration Academy (1 st revised)" – project, BCS Administration Academy, Shahbag, Dhaka. Phone: 02-55165926

Note: a) If the date of selling, receiving & opening of tender is disturbed under any unavoidable circumstance, the next working day will be applicable for the same respectively; b) Contract agreement shall be made after allocation of fund (GoB) and necessary administrative approval of the process.


Dr. Molla Mahmud Hassan
 Project Director
 and
 Director (Planning & Development)
 BCS Administration Academy
 Shahbag, Dhaka-1000