

Government of the People's Republic of Bangladesh
 Ministry of Public Administration
 Planning Cell -2
REQUEST FOR EXPRESSION OF INTEREST (EOI)

MINISTRY OF PUBLIC ADMINISTRATION		
1.	Ministry / Division	Ministry of Public Administration
2.	Agency	Development Wing
3.	Name of Procuring Entity	Project Director, Strengthening Government through Capacity Development of the BCS Cadre Officials Project
4.	Procuring Entity District	Dhaka
5.	Expression of Interest for Selection of	Training Management Consulting Firm
6.	EDI Ref No	05.00.0000.239.25.005.2014
7.	Date (dd/mm/yy)	02 September 2014
KEY INFORMATION		
8.	Procurement Sub Method	Quality and Cost Based Selection (QCBS) of PPR 2008
FUNDING INFORMATION		
9.	Budget & Source of Funds	Development Budget, GOB (JDCF)
PARTICULAR INFORMATION		
10.	Project Code	8431
11.	Project Name	Strengthening Government through Capacity Development of the BCS Cadre Officials Project
12.	EOI Closing Date & Time	14 October 2014 at 5:00 pm
INFORMATION FOR APPLICANT		
13.	Brief Description of Assignment	The training consulting firm will be responsible for management of 15 days (Journey time included) overseas short training course & other related activities of the project. Course should be arranged in the United States of America through Harvard Kennedy School/Harvard Law School/ Harvard Negotiation Institute/Duke University/Smithsonian Institution/ The World Bank Institute/equivalent organization for training of around 47 Additional Secretaries & equivalent officers of GoB in 2 batches. The field of training is NEGOTIATION SKILLS. It will include (i) class room sessions by eminent faculties, university teachers and senior government officials on the theme/topics finalized by the project authority; (ii) visit to relevant office/organization for having experience, open discussion etc; (iii) other related activities in home and the visiting country. Details will be mentioned in RFP.
14.	Experience, Resource & Delivery Capacity Required	<ul style="list-style-type: none"> a. Experience of overseas training/short course training management activities under different Ministries/Division/Autonomous Bodies/Non-govt organizations. b. Evidence of successful implementation of overseas training programme(s) for government and non-government organizations [photocopy of relevant recent contract(s) and Implementation Certificate should be attached]. c. Evidence of permanent office (ownership document / rental deed) in Bangladesh. d. Reasonably acceptable organizational profile having adequate permanent manpower and other office equipment and logistic support (Detailed profile of management manpower needs to be submitted separately). e. Overseas training partnership/ Regional/ Global Networking with other International and Regional training organizations/ Institutions/ Universities. The intending firms must show written evidence of partnership in the form of agreement/ MoU signed with the organizations.
15.	Other Details	Interested Firms are invited to provide information and produce documents including that they are competent the services (by providing brochures, description of similar assignments, experience in similar operating conditions, availability of appropriate professional qualification and experience among staff, trade license, Vat, Income tax certificate, financial solvency certificate etc.) An applicant may associate with other consulting firm(s) to enhance qualifications.
PRDCURING ENTITY DETAILS		
16.	Name of the Official inviting EOI	Md. Shahjahan Ali Mollah
17.	Designation of the Official inviting EOI	Project Director & Additional Secretary, MOPA
18.	Address of the Official inviting EOI	Room 1405, Building 06, Ministry of Public Administration, Bangladesh Secretariat, Dhaka
19.	Contact Details of the Official inviting EOI	Tel: 02-9540070 Fax: 02-9574421, 9545056, 9540074

The procuring entity reserves the right to accept or reject any EOI's


 (Mr. Md Shahjahan Ali Mollah)
 Project Director
 &
 Additional Secretary
 Ministry of Public Administration, Dhaka