

Request for Expression of Interest (EOI) for Consulting Services

1.	Ministry/Division	Information and Communication Technology Division (ICTD)
2.	Agency	Bangladesh Hi-Tech Park Authority (BHTPA)
3.	Name of Procuring Entity	Digital Entrepreneurship and Innovation Eco-System Development (DEIED) Project
4.	Title of Service	Scaling of IT Skill
5.	Procuring Entity District	Dhaka
6.	Expression of Interest for	Selection and Employment of a Consulting Firm for Management of Training on "Scaling of IT Skill"
7.	EOI Ref. No.	56.02.0000.028.07.102.23.220
8.	Date	29/03/2023
Key Information		
9.	Procurement Method	Quality and Cost Based Selection (QCBS)
10.	Package No.	DEIEDP-BHTPA-S-23
Funding Information		
11.	Budget & source of funds	Development Budget (IDA Credit)
12.	Development Partner	World Bank (IDA)
Particular Information		
13.	Project Code & Name	Digital Entrepreneurship and Innovation Eco-System Development (DEIED) Project
14.	Closing Date and time	25/04/2023, 02.30 PM
15.	Submission place	Project Director, Digital Entrepreneurship and Innovation Eco-System Development Project, Bangladesh Hi-Tech Park Authority, ICT Division, ICT Tower, Level-09, Agargaon, Dhaka-1207
Information for Applicant		
16.	Brief Description of the Assignment (Please see details in TOR in www.deiedp.gov.bd): The consulting services ("the Services") include Increase the skill of professionals working in graduate positions in the HTPs and STPs or who are new graduates or existing workers and improving their access to jobs and careers through information, training, and support tailored to their needs. The Project Area are Chattogram, Dhaka, Rajshahi, Jashore, Sylhet, Khulna (Location may change based on demand), possibility of commence from December 2023 and will be continued for eighteen (18) months.	
17.	Shortlisting Criteria: 1. General Experience: The firm/ organization/ consortium of firms and/ organizations must have at least five (5) years of experience as a training provider. 2. Specific Experience: The firm/ consortium members must have at least two (02) similar service experiences of providing IT training and trained at least one hundred (100) people in similar nature of program specially for Government/ semi-government/ large corporation/ MNC/ Development partner & arranged professional certification exam for at least fifty (50) IT professionals within at least five (05) years. 3. Average Annual Turnover: The consulting firm/ consortium member(s) must have at least BDT eighty (80) lac as average annual turnover for at least three (03) years in last five (05) years. In case of Joint Venture, any one of the partners fulfilling the criteria is accepted. As proof, authenticated audit report by a renowned chartered accountant firm for the mentioned year should be submitted. 4. Management Capability: Documents demonstrating the training delivery and management capacity of the firm/ joint venture (Brochure, company profile, completion certificate and other documents describing company expertise, strength, experience, core functions, products and services, similar assignments or project experience, availability of technical/support stuff and experience among applicant's staff/ resources to carry out this assignment). 5. Human Resource Pool: The consulting firm should submit a list of the resource pool including the Key Experts, indicating their skill, knowledge, and capability. The Human Resource Pool should show how it supports reaching into the relevant stakeholder community. CV/ resume of any expert/ staff at the EOI stage is not required. (Detail CV/ resume with educational and experience certificate will be needed during RFP stage). 6. Joint Venture (JV): In case of Joint Venture Association (JVA) or Joint Venture Consortium (JVC), an agreement in Non-judicial Stamp issued/ authorized by the Government of Bangladesh valued BDT three hundred (300) is required where all partners must have specific experience of conducting IT training for Government/ semi-government/ autonomous body/ large corporation/ MNC/ Development partner. The firm/ joint venture should have experience of conducting training outside Dhaka. Experience of conducting training in project location will get preference. the firm/ joint venture should have experience of conducting vendor certification exam for IT professionals. Experience of conducting activation/ awareness program for women/ university graduates will get preference. The agreement must clearly indicate the responsibilities of each partner, their full office address indicating the lead partner and signing authority. In case of intent to form joint venture, no stamp is required at this stage and should be submitted in letter head pad of the company. 7. Legal documents: Incorporation Certificate, Income Tax registration certificate and up-to-date tax return submission certificate, VAT registration certificate, up-to-date trade license, litigation certificate (the firm may provide in its own letterhead pad). 8. Reward and certification: The firm may attach any certificate related to reward, ISO certification, certification of any relevant association/ organization, IT/ ITES related certification etc. which may bear value during evaluation.	
18.	Application Details: The BHTPA invites eligible consultants (firm) to express their interest in providing the services. Interested firms are requested to provide information indicating that they are qualified and competent to perform the services. Interested firm may obtain detail TOR in BHTPA website (www.bhtpa.gov.bd). Expressions of interest (EOI) shall be submitted by the firm on or before 25/04/2023, 02.30 PM in sealed envelope delivered to the undersigned and be clearly marked " Expression of Interest (EOI) " for Training on Scaling of IT Skill", Package No: DEIEDP-BHTPA-S-23".	
Procuring Entity Details		
19.	Name, Designation & Address of the Official Inviting Application	Abul Fatah Md. Baligur Rahman, Project Director, Digital Entrepreneurship and Innovation Eco-System Development Project, ICT Division, Bangladesh Hi-Tech Park Authority, ICT Tower, Level-09, Agargaon, Dhaka-1207
20.	Contact Details	Tel No: 55006889, Email: pd.deiedp@bhtpa.gov.bd
21.	The procuring entity reserves the right to accept or reject any or all Expressions of Interest (EOI) without assigning any reason whatsoever.	


 Abul Fatah Md. Baligur Rahman
 Project Director