

## Prescribed Format for Submission of Expression of Interest (EOI)

*(In the case of a Joint Venture, this Form needs to be completed by each partner of the JV)*

Package No.	:	EARN-LGED-CS-QCBS-01
Title of Service	:	Selection of Consulting Firm for Development of a Portal-based Information Management, Monitoring, and Reporting Mechanism for the EARN Project
Company/Firm's Legal Title	:	
Company/Firm's Registered Address	:	
Type of Company/Firm <i>(Information Technology (IT) or Information Technology Enabled Services (ITES) or Software Development)</i>	:	
Type of Entity for this EOI <i>(Single Entity/Joint Venture; If JV, Lead/Partner)</i>	:	

**1. Letter of Submission** [Addressing the Focal Person, EARN MIS Support Cell, LGED (**Attachment-1**); *in the case of a Joint Venture, the Lead Partner can only submit this letter*]

**2. Year of Registration of the Company/Firm (Years in Business)** :  
*(Year of Establishment/Years in Business; as per Trade License/Certificate of Incorporation/Registration Certificate)*  
**(Necessary Attachments: Copy of Company/Firm's Trade License, Certificate of Incorporation, Registration Certificate, etc.)**

**3. Legal Establishment of the Company/Firm**

- a) TIN Number :  
b) VAT Registration Number :  
c) Trade License Number :

**(Necessary Attachments: Copy of TIN Certificate, VAT Certificate, Tax Payment Certificate, etc.)**

**4. Background Information of the Company/Firm, including Core Business History**

**(Necessary Attachments: Firm's Brochure, Company Profile, Corporate Report, Publication, Annual Report, etc.)**

**5. Certification Standards of the Company/Firm**

Sl. No.	Certification Type	Certificate Number	Issue Date	Expiry Date

**(Necessary Attachments: Copy of Certificates, etc.)**

**6. Experience of the Company/Firm in Similar Tasks/Assignments Successfully Completed in the Last Ten (10) Years**

*(Please list only those assignments for which the Firm was legally contracted by the Client/Procuring Entity as a firm or as one of the partners of a Joint Venture)*

**Total Number of Similar Nature/Complexity Assignments Completed by the Firm** :

Project Name	Brief Description of the Assignment (Main deliverables/ outputs)	Type of Employer/ Client (GoB, Private Sector or International Development Partner)	Name and Address of the Client (Contract information for references)	Service Duration (Start & End Dates)	Value of Service			Man-Month Input	
					Total Value (in BDT)	No. of Partners (if Any)	Value of Service Provided by the Firm (in BDT)	Firm's Input	Partners' Input

**(Necessary Attachments: Details Description of the Assignments mentioned above supported by the copy of Completion Certificate, Contract Agreement, etc. separately)**

**7. Experience of the Company/Firm in the Design, Development, and Maintenance of Web and Mobile-based Applications Successfully Completed in the Last Seven (7) Years (List Web and Mobile Applications separately)**

*(Please list only those assignments for which the Firm was legally contracted by the Client/Procuring Entity as a firm or as one of the partners of a Joint Venture in **Newest to Oldest Order of Date of Contract Award**)*

Project Name	Brief Description of the Assignment (Main deliverables/ outputs)	Type of Application (Web/Mobile)	Type of Employer/ Client (GoB, Private Sector or International Development Partner)	Name and Address of the Client (Contract information for references)	Service Duration (Start & End Dates)	Value of Service Provided by the Firm (in BDT)	Number of Active Users	Number of Districts with Active Users	Accessible Links of the Application

**(Necessary Attachments: Details Description of the Assignments mentioned above supported by the copy of Completion Certificate, Contract Agreement, etc. separately)**

**8. Experience of the Company/Firm in Software development that adheres to the compatibility standards set by the Software Quality Testing and Certification (SQTC) Centre and certified by the Bangladesh Computer Council (BCC)**

*(Please list only those assignments for which the Firm was legally contracted by the Client/Procuring Entity as a firm or as one of the partners of a Joint Venture)*

Sl. No.	Application Title	Test Name	Type of Application (Web/Mobile)	Certificate Number	Issue Date

**(Necessary Attachments: Copy of Certificates, etc.)**

**9. List of ICT Professionals of the Company/Firm (List Full-time and Part-time Staff separately)**

Sl. No.	Name of ICT Professional	Position held in the Firm	Educational Qualification	Total Years of Experience	No. of Years as Firm's Employee

**(The CVs of the Professionals need not to be submitted)**

**10. Financial Capacity of the Company/Firm (Turnover of last three years)**

- a) 2023-24 :
- b) 2022-23 :
- c) 2021-22 :

*(Necessary Attachments: Payment Received Certificates, Audit Reports, etc.)*

**11. Organizational Capacity, Equipment, and Logistics of the Company/Firm**

- a) Address of the Office in Dhaka :
- b) Availability of ready-to-use Testing Environment and Facilities :
- c) Office Space (Area, Floor No. etc.) :
- d) No. of Support Staff (Excluding Key Professionals) :
- e) Description of Important Office Equipment :

*(Necessary Attachments: Details of software/application testing facilities, etc.)*

**Note:**

1. The Company/Firm must submit the Completion Certificates and accessible links to the applications as evidence of the stated services. Such evidence must be on the Client's official letterhead and clearly display the Client's address, telephone number, email, website, fax number, and other relevant contact information.
2. Each Completion Certificate must include the project name, the employer's name, a description of the work performed, the project's duration, and the contract amount.
3. All Attachments must be organized in the specified sequence and adhere to the prescribed format to ensure a smooth evaluation process.

## REQUEST FOR EXPRESSIONS OF INTEREST (REOI) SUBMISSION FORM

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{Location, Date}

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To:

Md. Wahiduzzaman

Focal Person

EARN MIS Support Cell

Local Government Engineering Department (LGED)

Level-08, LGED Bhaban, Agargaon, Sher-E-Bangla Nagar

Dhaka-1207, Bangladesh.

Dear Sirs:

We, the undersigned, offer to provide the consulting services for *Selection of Consulting Firm for Development of a Portal-based Information Management, Monitoring, and Reporting Mechanism for the EARN Project* in accordance with your Request for Expressions of Interest (REOI) dated 17.11.2024 and our EOI. We hereby are submitting our EOI, which includes the relevant documents in accordance with Form-A, in a sealed envelope.

{If the Consultant is a joint venture, insert the following: We are submitting our EOI as a joint venture with: {Insert a list with full name and the legal address of each member and indicate the lead member}. We have attached a copy {insert: "of our letter of intent to form a joint venture" or, if a JV is already formed, "of the JV agreement"} signed by every participating member, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture.}

{OR

If the Consultant's EOI includes Sub-consultants, insert the following: We are submitting our Proposal with the following firms as Sub-consultants: {Insert a list with the full name and address of each Sub-consultant.}}

We hereby declare that:

- (a) All the information and statements made in this EOI are true, and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by the Client and/or may be sanctioned by the Bank.
- (b) We have no conflict of interest in accordance with the World Bank's policy on conflict of interest.

- (d) We meet the eligibility requirements as stated in REOI, and we confirm our understanding of our obligation to abide by the Bank's policy in regard to Fraud and Corruption.
- (e) We, along with any of our sub-consultants, subcontractors, suppliers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the World Bank Group or a debarment imposed by the World Bank Group in accordance with the Agreement for Mutual Enforcement of Debarment Decisions between the World Bank and other development banks. Further, we are not ineligible under the Client's country laws or official regulations or pursuant to a decision of the United Nations Security Council.
- (f) **Sexual Exploitation and Abuse (SEA) and/or Sexual Harassment (SH):** *[select the appropriate option from (i) to (iii) below and delete the others].*

We *[where JV, insert: "including any of our JV members"]*, and any of our sub-consultants:

- (i) [have not been subject to disqualification by the Bank for non-compliance with SEA/ SH obligations.]
  - (ii) [are subject to disqualification by the Bank for non-compliance with SEA/ SH obligations.]
  - (iii) [had been subject to disqualification by the Bank for non-compliance with SEA/ SH obligations. An arbitral award on the disqualification case has been made in our favor.]
- (g) In competing for (and, if the award is made to us, in executing) the Contract, we undertake to observe the laws against fraud and corruption, including bribery, in force in the country of the Client.

We understand that the Client is not bound to accept any Proposal that the Client receives.

We remain,

Yours sincerely,

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Signature (of Consultant's authorized representative) {In full and initials}:

Full Name: {insert full name of authorized representative}

Title: {insert title/position of authorized representative}

Name of Consultant: {insert the company's name or JV's name}

Capacity: {insert the person's capacity to sign for the Consultant}

Address: {insert the authorized representative's address}

Phone/fax: {insert the authorized representative's phone and fax number, if applicable}

Email: {insert the authorized representative's email address}

{For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached}