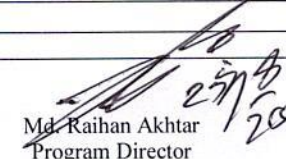


Government of the People's Republic of Bangladesh
Ministry of Public Administration
Government Employee Management System (GEMS)
Bangladesh Secretariat, Dhaka

Expression of Interest (EOI) for Selection of Individual Consultant (National)

Ministry/Division	:	Ministry of Public Administration			
Agency	:	Ministry of Public Administration			
Procuring Entity Name	:	Program Director, Government Employee Management System (GEMS)			
Procuring Entity Code	:	Not used at present			
Procuring Entity District	:	Dhaka			
Expression of Interest for Selection of	:	Individual Consultant (National) (Time-Based)			
EOI Ref No and Date	:	05.00.0000.248.07.003.24.185 Date 29/04/2025			
KEY INFORMATION					
Procurement Sub-Method	:	Selection of Individual Consultants (SIC)			
FUNDING INFORMATION					
Budget and Source of Funds	:	GoB			
PARTICULAR INFORMATION					
Program Name	:	Government Employee Management System (GEMS)			
Scheme Name	:	-			
EOI Closing Date and Time	:	Applicants are advised to provide information indicating that they are qualified to perform the services in completed Curriculum Vitae (CV) and proven documents with a cover letter. Request for Application Form with detailed Terms of References (ToR) are available in the MoPA website. Application shall be submitted to the program office on before 3:00 pm 15/05/2025 in sealed envelope delivered to the undersigned and be clearly marked "Request for Expressions of Interest for Selection of [Name of the position]". Contact address with email and mobile number of the applicant should be written on the left side of the envelope.			
Information For Applicant					
Consultant (IT)					
Title of Service	No of Service	Man Month	Minimum Qualification	Minimum General Experience	Brief Description of Assignment
Senior Consultant (Front-end) MoPA/GEMS-SR-013	1	12	Masters in Computer Science / Computer Science and Engineering / Electrical and Electronics Engineering / Information and Communication Technology	Minimum 6 years' experience in IT with 3 years of solid experience in React framework; Strong proficiency on react core principles and workflows (such as Flux or Redux); JavaScript ES6+, Type Script, DOM manipulation, and the JavaScript object model, Data structure libraries, HTML, CSS framework like (Bootstrap/Tailwind); Familiarity with modern front-end build pipelines and tools; Must have strong knowledge of modern authentication/authorization mechanisms and As per ToR .	Work closely with the PD/DPDs, and Team Leader; Developing and implementing user interface.
Consultant (Testing) MoPA/GEMS-SR-015	1	12	Graduation in Computer Science / Computer Science and Engineering / Electrical and Electronics Engineering / Information and Communication Technology	Minimum 5 years' experience in IT; Minimum 1 year experience in software testing; ISTQB Certification will be added Value. and As per ToR	Work closely with the Team Leader/Senior Consultants. Development of quality test plans and conduct tests.
Consultant (Software /Apps Developer) MoPA/GEMS-SR-016	1	12	Graduation in Computer Science / Computer Science and Engineering / Electrical and Electronics Engineering/Information and Communication Technology / Software Engineering, preferably in post-graduation or higher degree in the related subjects.	Minimum 7 years' experience in software development; Preferably in Human Resource Management Software; Capable to develop software in any language as per organizational needed and As per ToR	Work closely with the Team Leader/Senior Consultants. Code development and test Programming for GEMS.
Junior Consultant (Software /Apps Developer) MoPA/GEMS-SR-017	1	12	Graduation in Computer Science / Computer Science and Engineering / Electrical and Electronics Engineering / Information and Communication Technology.	Minimum 3 years' experience in software development, preferably in government office; Capable to develop software in any language as per organizational needed and As per ToR	Work closely with Team Leader/Senior Consultants; Code development and test Programming for GEMS

Junior Consultant (Front-end) MoPA/GEMS-SR-018	1	12	Graduation in Computer Science / Computer Science and Engineering / Electrical and Electronics Engineering / Information and Communication Technology	Minimum 3 years' experience in Software Development with 2 years of solid experience in React framework; Minimum 1 year experience in working with Government Software Systems; 2 years of solid experience in Micro Frontend technology; Experience in socket programming is preferable. and As per ToR	Work closely with the Team Leader/ Senior Consultant (Front-end) Coding and implementing of GEMS
Junior IT consultant (Support Engineer) MoPA/GEMS-SR-019	1	12	Graduation in Computer Science/ Computer Science and Engineering / Electrical and Electronics Engineering/ Information and Communication Technology.	Minimum 2 years' experience in providing user software support; Minimum 1 year experience in software development. and As per ToR	Work closely with the Team Leader Provide support in solving problems related to development and use of GEMS;
Consultant (Functional)					
Junior Consultant (Accounts) MoPA/GEMS-SR-022	1	12	Graduation in any discipline	Minimum 15 years' experience in financial management and accounting system; Minimum 10 years' experience Government official audit and accounts system; Develop and keep all financial documents at State Office; Maintain account records, cheque books, Cash books and As per ToR	Work closely with PD & DPD (A&F) of GEMS.
Junior Consultant (Training) MoPA/GEMS-SR-023	1	12	Graduation in any discipline	Minimum 4 years working experience as office Executive or Junior Consultant; Minimum 2 years working experience with Knowledge and understanding about Government office management system and organization of training; Provide logistics support in arranging training/workshops/ seminar/meeting and As per ToR	Work closely with PD & DPDs; Map-out Training plans and schedules, design, develop and arrange training programs of GEMS.
Junior Consultant (Administration) MoPA/GEMS-SR-024	1	12	Graduation in any discipline	Minimum 3 Years' experience as Gov't office Administrative affairs & Gov't Procurement process; Minimum 2 Years' working experience with Knowledge and understanding about Government office management system; Provide day to day administration and general services to all the administration of the office and As per ToR	Work closely with PD & DPD (A&F) of GEMS.
Other Details (if applicable)	: A copy of the terms of reference (TOR), Request for Application (RFA) and necessary forms may be obtained from the office of the undersigned during 9.00 to 16.00 hours till 14/05/2025 and in website of Ministry of Public Administration.				
Association with foreign firms is	: Not Applicable				
EOI Detail Information					
Phasing Of Services	Location	Start Date	Completion Date		
Single: Time Based	Dhaka	June 2025	12 Months (Renewable)		
PROCURING ENTITY DETAILS					
Name of Official Inviting EOI	: Md. Raihan Akhtar				
Designation of Official Inviting EOI	: Joint Secretary (PACC) & Program Director, Government Employee Management System (GEMS)				
Address of Official Inviting EOI	: Ministry of Public Administration, Bangladesh Secretariat, Dhaka-1000 (Public Administration Computer Centre (PACC), Room No. 105/kha, Building-3)				
Contact details of Official Inviting EOI	: Cell: 01723113306, Phone : 02-55100512 , Email : gems@mopa.gov.bd				
Detail information available in the website	: www.mopa.gov.bd				
The procuring entity reserves all the right to accept or reject any or all EOIs					


 Md. Raihan Akhtar
 Program Director
 Government Employee Management System
 &
 Joint Secretary (PACC)
 E-mail: gems@mopa.gov.bd