

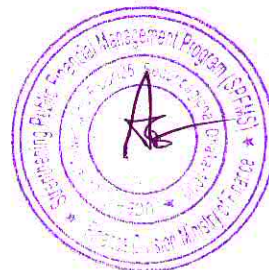
Government of the People's Republic of Bangladesh  
Scheme on PFM Reforms Leadership, Coordination and Monitoring  
Strengthening Public Financial Management Program to Enable Service Delivery  
(SPFMS)

Finance Division, Ministry of Finance  
Ministry of Finance UCEP Cheyne Tower (2nd Floor),  
25, Segunbagicha, Dhaka

***Format for Submission of Expression of Interest (EOI)***

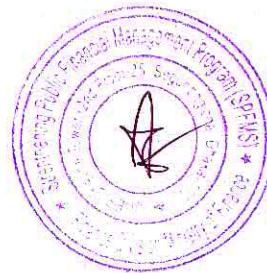
***EoI reference No: 07.00.0000.000.07.052.19-45***

***Date: 03/12/2019***



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## 1. SNAPSHOT OF EOI

<b>Name of the Program</b>	Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)
<b>Name of the Scheme</b>	Scheme on PFM Reforms Leadership, Coordination and Monitoring
<b>Implementing Agency</b>	Finance Division
<b>Last date and time for submission</b>	31 <sup>th</sup> December 2019 upto 14.00 hrs.
<b>Eligible Entities</b>	Consultants from eligible source countries to provide desired services either as a single entity or as a consortium who meet the qualification criteria.
<b>Selection Process (Overall)</b>	Two stage process in accordance with the procedures set out in the Guidelines for Procurement under PPR 2008.  Stage 1 : Expression of Interest (EOI) Stage 2 : Request for Proposal (RFP)
<b>Contents of EOI Application</b>	1. Covering letter as per format at Exhibit 1 of Annexure 1. 2. Details of the Applicant as per format at Exhibit 2 of Annexure 1 3. Details of financial capability of the Applicant as per format at Exhibit 3 of Annexure 1. 4. Details of technical capability of the Applicant as per format at Exhibit 4 of Annexure 1.
<b>Qualification Criteria (Stage 1)</b>	<b>Financial Capability:</b> a) A minimum net-worth of BDT. 3.7 Crores or USD 450,000.00 as on 30.06.2019  <b>Technical Capability :</b> a) Experience of a minimum of 10 years as Consultant in the field of Third-party for the verification of achievements of DLI targets  b) Experience of Management of similar Project(s) having a contract value of BDT. 3.0 crores or USD 350,000.00 and above, in at least one of the last three financial years.
<b>Evaluation Criteria</b>	Financial Capability  Technical Capability



## 2. ANNEXURE 1: EXHIBITS OF FORMATS FOR SUBMISSION

### Exhibit 1: Format for Covering Letter

[On the Letter head of the Applicant or Lead Member (in case of a Consortium)]

To,  
The National Program Director,  
Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)  
Scheme on PFM Reforms Leadership, Coordination and Monitoring,  
Finance Division, Ministry of Finance  
UCEP Cheyne Tower (2nd Floor), 25, Segunbagicha, Dhaka

**Ref: Submission of Expression of Interest (EOI) against Notice No: .....**

Sir,

Being duly authorized to represent and act on behalf of.....  
(hereinafter referred to as "the Applicant"), and having reviewed and fully understood the  
evaluation criteria and information provided, the undersigned hereby applies in response to the  
EOI document **against Notice No: .....**

I am enclosing the Expression of Interest with the details as per the requirements of the  
EOI document, for your evaluation.

Yours faithfully,

\_\_\_\_\_  
(Signature of Authorised Signatory)

Name: Designation:

Address:

Date:



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To,  
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EOI document, for your evaluation.

Yours faithfully,

---

(Signature of Authorised Signatory)

Name: Designation:

Address:

Date:



## Exhibit 2: Description of the Applicant

1. Name :
2. Country of incorporation :
3. Address of the registered office :
4. Corporate headquarters, and its branch office(s), if any, in Bangladesh and date of incorporation and/or commencement of business :
5. Brief description of the Applicant including details of its main lines of business and proposed role and responsibilities in this Project :
6. Details of individual (s) who will serve as the point of contact /

communication : Name :

Designation :

Company :

Address :

Telephone No:

E-Mail Address:

Fax Number:

Mobile Number:

7. Information with regard to Consortium:

The information above (1-3) should be provided for all the Members of the Consortium. Information regarding role of each Member should be provided as per table below:

Sl No	Name of Member
2	
3	



**Exhibit 3: Financial Capability of the Applicant**

The Applicants would be evaluated on the basis of the Evaluation Criteria as mentioned in snapshot of the EOI document. Applicants should provide their Net-worth details as indicated below.

**Financial Information**

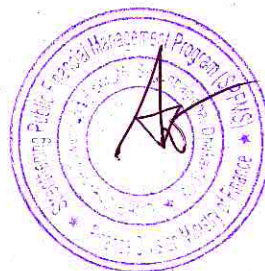
(Please attach copies of Audited Financial Statements)

Cumulative Contract value (in BDT or USD) of similar Project(s) managed in the last three financial years.		
FY 2015-16	FY 2016-17	FY 2017-18

Net Worth of the Organization as on 30 June, 2018 (in BDT or USD)	
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Signature of the Authorised person with designation



**Exhibit 4: Technical Capability of the Applicant**

*The Applicants would be evaluated for meeting the Evaluation Criteria as mentioned in snapshot of the EOI document. Such Applicants should provide their technical qualification details as indicated below.*

**Summary of Consultancy completed on similar Projects implemented during last 3 years**

Sl. No.	Name of the Customer	Project Name	Start Date	End Date	Contract Value (BDT or USD)

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(Signature of the Authorised person with designation)

Date :





