




ICT for Education in Secondary and Higher  
Secondary Level Project (Phase-II)  
Directorate of Secondary and Higher Education  
Bangladesh



**Request for Expressions of Interest(Re-Advertisement)**

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH		
1.	Ministry/Division	Ministry of Education/Secondary and Higher Education Division
2.	Agency	Directorate of Secondary and Higher Education
3.	Client Name	Project Director
4.	Client District	Dhaka
5.	Expression of Interest for Selection of	<b>Procurement Consultant</b>
6.	EOI Ref No	DSHE/ICTP-II-56/2018/SD/605
7.	Date	25 October 2018
<b>KEY INFORMATION:</b>		
<b>FUNDING INFORMATION</b>		
8.	Source of Funds	Government of Bangladesh
9.	Development Partners	N/A
<b>PARTICULAR INFORMATION</b>		
10.	Project/Programme Code	224016600
11.	Project/Programme Name	ICT for Education in Secondary and Higher Secondary Level Project (Phase II)
12.	EOI Closing Date and Time	11 November 2018 2:00 pm
<b>INFORMATION FOR APPLICANT</b>		
13.	Brief Description of Assignment	One procurement consultant/specialist will be appointed for smooth procurements under the project. All sorts of technical support will be ensured by the consultant. The consultant will follow the following ToR: Development of procurement plan in details with suggestion for approval process, Suggest tender procedures as per PPA, PPR, delegation of financial power for goods, services, Preparation of tender documents/bid document and suggest for approval, Tender processing for all sorts of items/consultancy/studies, For each tender for goods/services design flow chart with required time, Provide technical assistance for E-tendering, Provide technical support for Tender Opening and Tender Evaluation and suggest for approval, Assist in writing report, minutes, notification of award, contract etc, Prepare record keeping systems for procurement related hardcopy and softcopy, Assist in organizing meeting related to procurement, Prepare summary for cabinet purchase committee/Ministry/Directorate for approval, Provide supporting documents from CPTU or other organization, Provide technical support/consultancy for all legal issues with supporting documents, All monitoring and quality assurance for tender and procurement, Submit monthly, quarterly and annual report on assignment. Details are given in the RFA format.
14.	Qualification and Experience	Post-graduate qualification (Masters in Engineering/ Supply Chain Management/ Economics / Statistics/ Business Studies/Social Science/ Education/ Law/Environmental Science or suitable equivalency); Diploma in Procurement will be treated as an extra qualification; Training on PPA, PPR will get preference; At least 7 years of experience in the procurement field or have had responsibilities with a substantial content of his / her position in the procurement area (use of nationally and internationally accepted contract documents for works, goods and services), Minimum 2 years' experience (out of 7 years) as Procurement Consultant/Junior Consultant, having sound understanding of principles underlying good procurement practices and international agencies' procurement guidelines; understanding of Government's procurement Act/Rules; analytical capability in identifying and resolving advanced procurement issues;
15.	Other Details	<ul style="list-style-type: none"><li>• Proficiency in MS Office (particularly Word, Excel and Power Point).</li><li>• Good analytical skill and independent report writing ability in English.</li><li>• Excellent communication and analytical skills.</li><li>• Age limit: 60 years on 01/11/2018 (May be relaxed up to 65 years for suitable candidates).</li><li>• The Application shall have to be submitted in the prescribed RFA format which will be available from-28/10/2018 to 11/11/2018 during office time.</li><li>• CD containing the soft copy of the complete application is to be submitted along with the prescribed application form (MS word version).</li></ul>
<b>CLIENT DETAILS</b>		
16.	Name of Official Inviting EOI	<b>Prof. Dr. Md. Abdus Sobur Khan</b>
17.	Designation of Official Inviting EOI	Project Director
18.	Address of Official Inviting EOI	ICT for Education in Secondary and Higher Secondary Level Project (Phase II). Shikkha Bhaban, 1 <sup>st</sup> Block, Room No 122, 16, Abdul Gani Road, Dhaka-1000
19.	Contact details of Official Inviting EOI	Phone: 41050101 e-mail: pdict2@gmail.com
20.	The Client reserves the right to reject all EOI's	

  
25.10.18  
(Prof. Dr. Md. Abdus Sobur Khan)  
Project Director