



Government of the People's Republic of Bangladesh  
Bangladesh Post Office, Postal Directorate  
Dhaka-1000

Website: [www.bangladeshpost.gov.bd](http://www.bangladeshpost.gov.bd)

Request for Expression of Interest (EOI)  
for appointment of Consulting firm

1. Name of Procuring Entity : Bangladesh Postal Department
2. Expression of Interest for Selection of : Consulting Firm
3. EOI Ref. No. : Memo No-  
14.31.0000.050.014.001.17
4. Date : 13.06.2017
5. Procurement Sub-Method : Quality & Cost Based Selection (QCBS) Method
6. Budget and Source of Funds : GOB
7. Project Name : Consultancy Services for Construction of Residential building for the employee of Bangladesh Postal Department.
8. EOI Closing Date and time : Up to 12.00 P.M of 06.07.2017
9. EOI Opening Date and time : On 06.07.2017 at 12.30 P.M
10. Place of EOI submission : Office room of the undersigned.
11. Brief Description of the assignment :
  - i) Prepare Master Plan & Topographical survey of the site;
  - ii) Carryout of necessary sub-soil investigation and preparation of report;
  - iii) Preparation of preliminary and final architectural drawings;
  - iv) Preparation of detailed Structural, civil, electrical, Mechanical & Fire-fighting design and drawings;
  - v) Preparation of detailed Sanitary & plumbing design and drawings;
  - vi) Preparation of detailed design, drawings & Cost estimate of Sewerage Treatment Plant(STP);
  - vii) Preparation of component-wise detailed estimates;
  - viii) Preparation of tender documents & Cost estimate;
  - ix) Training/Capacity Building on Construction Related Works for Concerned GOB Officials for 2 (Two) weeks;
  - x) Any other allied work.

## 12. Experience and Resources

- 1) To prepare a short list, the Expression of interest(EOI) shall be evaluated on the basis of the following:
- a) Background of the firm(s)
  - b) Company(s) brochure
  - c) Availability of key professional
  - d) Availability of Resources
  - e) Experience of firm in similar task along with experience certificate
  - f) Experience of firm in other works.
  - g) Support service of firm(s).
  - h) Registration of firm(s) including Valid TIN certificate, VAT registration certificate, Up to date income Tax certificate (2016-2017). Up to date Trade license(2016-2017), Bank solvency certificate, Experience certificate(s) should be submitted.
  - i) Total age of the firms in respect of the Certificate of incorporation.
  - j) Experience of firms in design, drawing and supervision of Minimum 20 Storied Residential/ Official/Commercial building along with 2 basements.
  - k) Availability of experienced and professional qualified technical personnel.
  - l) Average annual Turnover of the firm(s) during the last 05(five) years. preceding the date of submission of the EOI shall not be less than Tk.2.00(Two Crore) crore along with Justification/Audit report.

2. Consulting Firm/Organization must have at least 20 (Twenty) years experience in:

- i) Preparation of detailed Drawings, Design, 3D views etc.
- ii) Preparation of tender documents and cost estimate with elaborated technical specifications.
- iii) Successful completion of the similar nature of works under a single contract for construction cost not less than Tk 50.00 (Fifty) crore of any Govt/Semi-Govt/Autonomous Organization.

3. Joint venture(JV) with other firms of similar nature are allowed.

## 13. Others Details

- i) Interested bonafide consulting firm/Joint venture firm(s) are invited to submit EOI Proposal enclosing their required information.
- ii) In case of Joint venture, indicate the name of the partner in charge, formation of joint venture business share and proper documents must be submitted according to PPR-2008.
- iii) Submission of EOI should be done in closed format bearing the name and address of the applicant, Project name, EOI no. & date and be

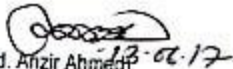
addressed to the EOI issuing Authority in 04 (Four) copies; 01 (One) marked as ORIGINAL and other as COPY (i.e. photocopy of the original).

- iv) The prospective Consultant shall submit the EOI document as ORIGINAL and COPY in separate sealed envelope in the form of Book binding.
- v) The Consultant firm(s) shall sign and mention the page no. in every page of submitted EOI document.
- vi) No Application/Proposal after the EOI Closing time will not be accepted. Interested Applicants may obtain further information by applying to the address below during normal office hours.
- vii) Sub-consulting firm(s)/Associated firm(s) Experience will not be Count in the evaluation Stage.

14. Association with foreign firm(s) : Not-Encouraged.
- PROCURING ENTITY DETAILS :
15. Name of the Official inviting EOI : Md. Anzir Ahmed
16. Designation of the Official Inviting EOI : Project Director, Postal Directorate, Dhaka-1000.
17. Address of the Official Inviting EOI : Dak Bhaban (2<sup>nd</sup> Floor), Dhaka-1000.
18. Contact details of the Official Inviting EOI : 02-9564709 (Office)

The Procuring entity reserves the right to accept or reject any or all EOIs without assigning any reason whatsoever. No claims will be entertained in this regard.

This EOI is available at the web-site of Bangladesh Post Office mentioned above.

  
(Md. Anzir Ahmed)

Project Director  
Construction of Residential building for the  
employee of Bangladesh Postal Department.

Postal Directorate

Dhaka-1000.

☎ 9564709