

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
মন্ত্রিপরিষদ বিভাগ  
সাধারণ সেবা অধিশাখা

নম্বর- ০৪.০০.০০০০.৪১২.৪৫.১৪০.১৮.২৯৪


তারিখ : ১৩ ফাল্গুন ১৪২৪  
২৫ ফেব্রুয়ারি ২০১৮

বিষয় : মন্ত্রিপরিষদ বিভাগের আগ্রহ ব্যক্তকরণের অনুরোধ সম্বলিত বিজ্ঞপ্তি (EOI) প্রকাশ

উপর্যুক্ত বিষয়ের পরিপ্রেক্ষিতে এতদসঙ্গে সংযুক্ত মন্ত্রিপরিষদ বিভাগের আগ্রহ ব্যক্তকরণের অনুরোধ সম্বলিত বিজ্ঞপ্তি (EOI) আপনার পত্রিকায় ভিতরের যে কোন পাতায় আগামী ২৭ ফেব্রুয়ারি ২০১৮ তারিখের মধ্যে প্রকাশের প্রয়োজনীয় ব্যবস্থা করার জন্য নির্দেশক্রমে অনুরোধ করা হলো।

২। দরপত্র বিজ্ঞপ্তি প্রকাশের পর ৩ কপি বিল প্রাপ্তি সাপেক্ষে বিলের টাকা চেকের মাধ্যমে পরিশোধ করা হবে।

সংযুক্ত : বর্ণনা মোতাবেক ০১ (এক) পাতা।

  
(কবাইয়াৎ-ই আশিক)  
উপসচিব  
ফোন : ৯৫১১০৩৮

বিতরণঃ

- ১। যুগ্মসচিব (আইসিটি), মন্ত্রিপরিষদ বিভাগ (বিজ্ঞপ্তিটি মন্ত্রিপরিষদ বিভাগের ওয়েব-সাইটে প্রকাশের প্রয়োজনীয় ব্যবস্থা গ্রহণের অনুরোধসহ)
- ২। ম্যানেজার (বিজ্ঞাপন), “দৈনিক জনকণ্ঠ” জনকণ্ঠ ভবন, ২৪/এ, রাশেদ খান মেনন সড়ক, নিউ ইস্কাটন, ঢাকা।
- ৩। ম্যানেজার (বিজ্ঞাপন), “দি ইনডিপেন্ডেন্ট” ১৪৯-১৫০, তেজগাঁও শিল্প এলাকা, ঢাকা-১২০৮


Government of the People's Republic of Bangladesh  
Cabinet Division  
Common Service Branch

Ref. No.:04.00.0000.412.45.140.18.294

Date: 25/02/2018

**Request for Expressions of Interest (EOI) for Selection of IT Firms.**

1.	Ministry	Cabinet Division
2.	Section	Common Service Branch
3.	Procuring Entity Name	Deputy Secretary
4.	Expression of Interest for Selection of	IT firm Lump-sum
5.	EOI Ref No.	04.00.0000.412.45.140.18.294
6.	Date	25-02-2018
<b>Key Information</b>		
7.	Procurement Sub-Method	Quality and Cost Based Selection (QCBS)
<b>Funding Information</b>		
8.	Budget and Source of Funds	GoB
<b>Particular Information</b>		
9.	EOI closing date & time	11-03-2018 at 2.00 p.m.
10.	EOI submission place	Office of the Deputy Secretary, Building # 01, Room # 208, Cabinet Division, Bangladesh Secretariat, Dhaka-1000. Phone: 9511038
11.	The EOI shall be submitted in sealed envelope, book binding with proper page number, index & delivered to the address of the undersigned and clearly marked 'Expressions of Interest for selection of IT firm'.	
<b>Information for Applicant</b>		
12.	<b>Brief description of the assignment:</b> * Design the Administrative Control Panel of the application so that administrator can easily insert, delete, search & update any user, section, branch, wing, Secretary (Coordination & Reform), Cabinet Secretary's office, PMO particular Ministry/Divisions. Menus, submenus, dropdown list, check box, radio buttons, selecting option of Section/Branch/Wing/Secretary(Coordination & Reform)/ Cabinet Secretary/PMO office facilities; * Dynamically creation, deletion and modification of any new section, branch, wing, Secretary's office and Cabinet Secretary's office, Ministry/Division; * According to the requirements of Cabinet Division any changes/updates must be done by the consultant; * User raw data entry platform should be added according to the prescribed format; * Must be capable of Mobile responsive; * The application Super Administrator shall have flexibility to deliver Admin power to other users; * The application Super Administrator shall have flexibility to create dynamic link of data transaction from lower stage to upper stage. Such as Sections users' data shall be transmitted to corresponding Branch, then branch will prepare report and send it to the corresponding Wing, Wings users' will prepare report and send it to corresponding Secretary office, Secretary's office user will prepare report and send it to Cabinet Secretary (Only for Cabinet Division), but other Ministry/Divisions Secretary's office user will send report to specific section/branch/wing of Cabinet Division. The final report prepared by the Cabinet Division (e.g. Cabinet Secretary) shall be send to Honorable Prime Minister's office (PMO). * Shall have an option to prepare automated report at every steps in prescribed format for each Section, Branch, Wing, Secretary's (C&R) office and Cabinet Secretary's office and others Ministry/Division; * There must have integration scope with e-nothi system at the final stage of report approval; * Must be train up 274 persons;	
13.	<b>Experience, resources and delivery capacity required:</b> Intending firms have to submit the following documents along with the EOI: 1. Background of the firm with brochure summarizing facilities, areas of the expertise, administrative strength, logistics and financial capacity, general information including legal documents, etc. 2. The Firms must submit attested copies of their registration of the firm/ certificate of incorporation (if applicable), up-to-date Trade license, Income Tax Clearance Certificate, TIN and VAT Registration Certificates, current Bank Solvency Certificate, and latest audited financial statement. 3. Availability of adequate qualified technical personnel and resources for maintenance and support of the offered services to carry out the said assignment. 4. Experience of similar completion or ongoing assignments local and/or foreign works (within last 05 years) with different organizations in field of establishing and maintaining on-line IT services mentioning start date, completion date etc. (Certificate must be submitted with task, the description of technology used, email & web address and detail information of the contract person for the assignment. Work order or notification of award(NOA) will not be considered acceptable) 5. The participating company having experience of national/international on-line software development and/or maintenance; 6. 3(three) copies of Expression of Interest (EOI) must be submitted along with copies of certificate and other supporting documents.	
14.	<b>Other Information</b> 1. The assignment will be minimum for 3(three) years. 2. Joint-Venture proposal will not be acceptable. 3. Any persuasion will disqualify an applicant. The employer will not be responsible for any cost or expenses incurred by the firms in connection with the preparation or delivery of the EOI; 4. Consulting firm(s)/service provider(s) will be selected in accordance with the procedure set in the 'Public Procurement Act 2006' and 'The Public Procurement Rules 2008'.	
<b>Procuring Entity Details</b>		
15.	Name of Official inviting EOI	Rubaiyat-E-Ashique
16.	Designation of Official Inviting EOI	Deputy Secretary, Common Service Branch
17.	Address of Official Inviting EOI	Building # 01, Room # 208, Cabinet Division, Bangladesh Secretariat, Dhaka-1000
18.	Contact details of Official Inviting EOI	Phone: 9511038, Fax : 9573012, E-mail: cs_sec@cabinet.gov.bd
19.	The procuring entity reserves the right to accept or reject any or all EOIs.	

  
(Rubaiyat E-Ashique)  
Deputy Secretary  
Cabinet Division,  
Phone: 9511038