

**Government of the People's Republic of Bangladesh**  
**Office of the Project Director**  
**The Safe Water Supply and Sanitation Project in Lalmonirhat, Kurigram, Panchagarh and Nilphamari District giving special emphasize on the former Enclave areas.**  
**Department of Public Health Engineering**  
**Radhaballav, Rangpur**  
**Tel- +88052162603**  
**E-mail—pdewssp@dphe.gov.bd**

**Request for Expression of Interest (EOI) FOR Selection of Firm/NGO**

Memo No. : 46.03.8500.533.14.001.15-56

Date: 11-04-2018

1	Ministry/Division	Local Government Rural Development And Cooperative/LGRD Division
2	Agency	Department of Public Health Engineering
3	Procuring Entity District	Rangpur
4	Expression of Interest (EOI) for selection of	Support Organization (Firm/NGO)
5	Title of Service	To build up the awareness among the people living in Lalmonirhat, Kurigram, Panchagarh and Nilphamari District including those who live in the former Enclaves.
6	EOI Ref-No	46.03.0000.001.14.305.15-4363
7	Date	04.04.2018
<b>KEY INFORMATION</b>		
8	Procurement Method	Quality and Cost Base Selection(QCBS)
<b>FUNDING INFORMATION</b>		
9	Budget and Source of Fund	Development Budget, GOB
<b>PARTICULAR INFORMATION</b>		
10	Project Code	5-3741-5009
11	Project Name	The Safe Water Supply and Sanitation Project in Lalmonirhat, Kurigram, Panchagarh and Nilphamari District giving special emphasize on the former Enclave areas.
12	Project Location	Lalmonirhat, Kurigram, Panchagarh and Nilphamari District
13	EOI Publication Date	15-04-2018
14	EOI Closing Date, Time & Place	7-05-2018 @ 12: 00 PM, PD Office DPHE, Rangpur.
<b>INFORMATION FOR APPLICANT</b>		
15	Brief Description of Works/Service	Scope of services of the Firm/NGO is expected, but not limited to : a) Assess present situation of water sources, sanitation and personal hygiene practices in the project area. The assessment should be done by sample survey in the project area. b) Prepare and submit different type of reports as per requirement of the Project Director. No report will be proceed without approval of the Project Director. c) Prepare and submit detailed illustrated training manuals regarding hygiene practices, O&M of water sources, and O&M and use of sanitary latrine, as per direction of the Project Director. d) Conduct training to the people living in the project area. The training will also be given to the members of WATSAN committee as well as to the





		<p>local peoples' representatives. Court yard meeting should be given preference to train the general people. Detail training schedule including court yard meeting should be submitted and approved by the Project Director by the engaged Firm/NGO prior to conduction of training programs.</p> <p>e) Preparation different Information Education Campaign (IEC) materials and information and upon approval from the Project Director those will be provided to district and upazila DPHE offices. The engaged Firm/NGO will develop related IEC Materials such as handbill, festoon, hygiene massage, banner, user manual and other IEC materials to use water sources, sanitary latrine and hygiene promotion. Informing members of District/Upazila/Union/Ward WATSAN committees about relevant national polices and strategies through workshop/seminar/meeting.</p> <p>f) Other relevant service, if any, will be provided by the firm/NGO as per requirement of the Project Director.</p>
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#### 16. Minimum Requirements and Qualification of Key Personnel:


SI. No	Name of the Position	Number of Person	Month	Man-Month	Qualification	Experience
01	Team Leader	01	18	18	Bachelor Degree in Sociology/Anthropology/Social Welfare, coupled with a Masters in any of the above areas or equivalent	<ul style="list-style-type: none"> <li>▪ At least 10 years' experience in community development and social mobilization aspects of rural/semi-urban areas regarding the community need assessment, organizing the community, carrying out focus group discussions, rapid appraisals and relevant motivational aspects of rural communities, especially for water supply and sanitation are a requirement;</li> <li>▪ Age limit is max 60 years.</li> </ul>
02	Training Coordinator/Officer	04	18	72	Master Degree in any discipline preferably in social science/engineering or equivalent	<ul style="list-style-type: none"> <li>▪ At least 5 years working experience in the relevant field including minimum 3 years' experience in the transfer of knowledge to the users &amp; stakeholders of water and sanitation sector;</li> <li>▪ Age limit is max 40 years</li> </ul>
03	Gender Specialist	04	18	72	Minimum Master Degree in related field	<ul style="list-style-type: none"> <li>▪ At least 5 years working experience in the relevant field</li> <li>▪ Age limit is max 40 years</li> </ul>
04	Documentation/Data Processing officer/Data collecting officer	04	18	72	Graduate in any discipline	<ul style="list-style-type: none"> <li>▪ Good command in basic computer application and data base software with a minimum typing speed 40 words/min.</li> <li>▪ Age limit is max 40 years</li> </ul>

05	MLSS	04	18	72	Minimum SSC or equivalent pass	<ul style="list-style-type: none"> <li>▪ Minimum 2 years' relevant experience</li> <li>▪ Age limit is max 35 years</li> </ul>
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PROCURING ENTITY DETAILS							
17	Name of the Official Inviting EOI				Md. Bahar Uddin Mridha		
18	Designation of the Official Inviting EOI				Project Director		
19	Address of the Official Inviting EOI				Office of the Project Director (EWSSP),DPHE,Radhaballav,Rangpur		
20	Contract Details Inviting EOI				Tel- 052162603	Fax- 052162603	Email- pdewssp@dphe.gov.bd
21	The Procuring Entity reserves the right to accept or reject all EOI(s).						

Special Conditions

- a) Firm/NGO will be selected in accordance with the Public Procurement Act-2006 and Rules-2008. Latest amendment will be followed for selection procedure.
- b) Interested Firm/NGO may obtain further information at address below during Office hour.
- c) Expression of interest (EOI) shall be submitted in sealed envelope, Clearly bearing the name and address of the applicant and date and be addressed to the authority issued the EOI, in 02 (Two) copies- one marked as "ORIGINAL" and another as "COPY" within the date and time stipulated above, at the office inviting the EOI.
- d) Eligible Firm/NGO will be short listed on the basis of marking procedure in response of submitted papers, such as academic qualification, previous experience, manpower, equipment, computer skill, documentation etc. Firm/NGO obtain at least 70 points of the above will be short listed.
- e) TOR must be followed after contract.
- f) JVCA will not be allowed.
- g) Duration of the service shall be 18 months from the date of contract signing or completion date of the project, whichever is earlier.

  
 Md. Bahar Uddin Mridha  
 Project Director  
 EWSSP  
 Rangpur  
 11.4.18