

**Office of the Project Director**  
**The project for improvement of water supply system in Sirajganj Pourashava .**  
**Department of Public Health Engineering**  
**DPHE, Bhaban, Laxmipur, Rajshahi.**  
 Tele: 0721-772083

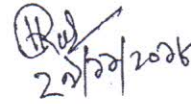

Request for Expression of Interest (EOI) For Selection of Firm /NGO(2<sup>nd</sup> Call),

Memo No. 46.03.8100.014.14.013.18-490

Date - 29-11-2018

1	Ministry/Division	Local Government Rural Development and Co-operative /LGRD Division
2	Agency	Department of Public Health Engineering
3	Procuring Entity District	Rajshahi
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 Sirajganj Pourashava .
6	EOI Ref-No	CE,DPHE, office memo No. 46.03.0000.001.35.001.13-2488
7	Date	28-11-2018
<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	224132500
11	Project Name	The project for improvement of Water Supply System in Sirajganj Pourashava .
12	Project Location	Sirajganj Pourashava
13	EOI Publication Date	04-12-2018
14	EOI Closing Date, Time & Place	18-12-2018, PD office ,DPHE, Rajshahi at 1.00 pm.
<b>INFORMATION FOR APPLICANT :</b>		
15	Brief Description of Works/Service	<p>Scope of services of the Firm /NGO is expected.</p> <p>a)The engaged NGO will assess socio-economic condition, and present situation of water sources, sanitation and personal hygiene practices in the project area. The assessment should be done by appropriate sampling survey in the project area, as per direction of Project Director.</p> <p>b)The engaged NGO will form CBO (Community Based Organization) from the beneficiaries and will provide adequate training to the CBOs on O&amp;M of the construction of stand post for the distressed community and sanitation facilities to ensure sustainable use of the facilities, as per direction of Project Director.</p> <p>(c) The NGO will be responsible for enhancing the level of awareness and knowledge of target beneficiaries regarding safe water supply, sanitation and hygiene promotion activities and facilities through different types of meeting , training, seminar , workshop etc.</p> <p>d) The NGO will make people aware of the need to pay water tariff and cost for sanitation facilities to make the facilities sustainable.</p> <p>e) The NGO will develop Information Education Campaign (IEC) and training manual and deliver in soft copy.</p> <p>f) The NGO will arrange different seminars, under the guidance of Project Director , on inception report, final completion report and arrange meeting on quarterly progress.</p>

Sirajganj pourashava potrate/26



Following staffs will be recruited by the NGO for rendering the services of the project according to the given criteria and requirement .

**Staff Position for the NGO :**

Sl. No	Name of Position	No of Person	Man Month	Qualification	Experience
01	Team Leader	1	12	Master Degree in any discipline preferably in Social Science	At least 7 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. Age limit is max. 55 years.
02	Training Officer	1	12	Bachelor Degree in any discipline preferably in Social Science/ Engineering.	At least 5 years working experience in the relevant field including minimum 3 years experience in the transfer of knowledge to the users and stakeholders of water & sanitation sector. Age limit is max. 50 years, preferably female.
03	Community Facilitator	2	24	Bachelor Degree in any discipline preferably in Social Science	At least 3 years working experiences in the relevant field. Age limit is max. 40 years, preferably female.
04	Data collector cum Documentation Officer	2	24	Graduate in any discipline	Good command in basic computer application and database software with a minimum typing speed 40 words /min. both in Bengli and English . Age limit is max. 35 years
05	Office Assistant cum Cashier	1	12	Graduate	Minimum 3 years practical experience in office management and accounting Age limit is max. 40 years
06	MLSS	1	12	Secondary School Certificate	Age limit is max. 35 years

SL.No.	PROCURING ENTITY DETAILS	
17	Name of the Official Inviting EOI	Abu jar Md. Masudar Rahman
18	Designation of the Official Inviting EOI	Project Director
19	Address of the Official Inviting EOI	Office of the Project Director, DPHE, Laxmipur, Rajshahi.
20	Contract Details Inviting EOI	Tele: 0721-772083 Fax : 0721-772351 E-mail : dpherajcircle2017@gmail.com se.rajshahi@dphe.gov.bd
21	The Procuring Entity reserves the right to accept or reject all EOI (s).	

**Special Conditions**

- Firm/NGO will be selected in accordance with the Public Procurement Act-2006 and Rules-200 . Latest amendment will be followed for selection procedure.
- Interested Firm/NGO may obtain further information at address below during Office hour.
- 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 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.
- 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.
- TOR must be followed after contract.
- JVCA will not be allowed.
- Duration of the service shall be 12 months from the date of contract signing or completion date of the project, whichever is earlier.

(Engr. Abujar Md. Masudar Rahman)

Project Director,

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DPHE , Rajshahi.

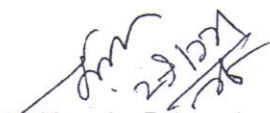
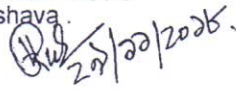
*Handwritten signature and date: 20/02/2015*

Memo No: 46.03.8100.014.14.013.18-490/2

Date : 29/11 /2018

Please find over leaf copy of the request for expression of interest (EOI) for selection of Firm/NGO notice. You are requested to publish the notice in your daily newspaper before 04-12-2018 forwarded with request to publish the notice in your daily newspaper, maximum in 17 inch X 3 column size in an inner page, one time in all editions of the day:

- 1 Editor, The Daily Financial Express.
- 2 Editor, The Daily Ittefaq.


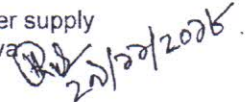
  
(Engr. Abujar Md. Masudar Rahman)  
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Memo No: 46.03.8100.014.14.013.18-490/2(1)

Date : 29/11/2018

Copy forwarded with request to publish in the dphe website :

1. Programmer, MIS Unit, DPHE, Dhaka

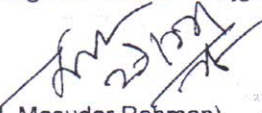
  
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DPHE , Rajshahi. 

Memo No: 46.03.8100.014.14.013.18-490/2(1)/24

Date : 29/11/2018

Copy forwarded for information and wide circulation to :

- 1 The Chief Engineer, DPHE, Govt. of Bangladesh, Dhaka.
- 2 The Addl. Chief Engineer, (Works/Planning/Water Resource) DPHE, Dhaka.
- 3 The Superintending Engineer, DPHE, Dhaka/ Chittagong/CHT/ Sylhet/ Khulna/Rangpur/ Faridpur/ Planning/ Ground Water/ Store/Feasibility Study & Design/WQM & Surveillance Circle.
- 4 The Executive Engineer, DPHE, Rajshahi/ Chapai Nawabgonj/ Natore/ Naogaon/ Pabna/ Sirajgonj/ Bogra/ Joypurhat Division/District.
- 5 Notice Board.

  
(Engr. Abujar Md. Masudar Rahman)  
Project Director,  
The project for improvement of water supply  
system in Sirajganj pourashava.  
DPHE , Rajshahi. 