

Govt. of the People's Republic of Bangladesh
Ministry of Posts, Telecommunications and Information Technology
Information and Communication Technology Division
Department of Information and Communication Technology
Establishing Digital Connectivity Project
ICT Tower (11th Floor), Agargaon, Dhaka-1207

Request For Expression of Interest (REOI)

1.	Ministry Division	Information and Communication Technology Division
2.	Agency	Department of Information and Communication Technology
3.	Name of Procuring Entity	Project Director, Establishing Digital Connectivity
4.	Procuring Entity District	Dhaka
5.	Expression of Interest for Selection of	Consulting firm
6.	EOI Ref. No. & Date	56.04.0000.106.07.005.22-71 Dated:16/03/2022

KEY INFORMATION

7.	Procurement Method	Quality and Cost Based Selection (QCBS)
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FUNDING INFORMATION

8.	Budget and Source of funds	GoB
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PARTICULAR INFORMATION

9.	Project Code	224351900
10.	Project Name	Establishing Digital Connectivity Project
11.	EOI Closing Date and Time	Date: 03/04/2022 & Time: 2.30 pm

INFORMATION FOR APPLICANT

12.	<p>Package No: SD-54 – HR & Payroll Brief Description: The following components may be considered as primary scope for the above-mentioned integrated service delivery platform solution as reference but not limited to:</p> <ul style="list-style-type: none"> • System must comply with the standard HR and Payroll system • Leave and Overtime management • Recruitment system • Transfer and promotion management • TA/DA system • Reporting and Dashboard • System Access Management • Necessary standard HR Configuration • Time and Attendances management • Standard Payroll management • Ability to scaleup and customize the system • External API integrating ability • Standard security and backup • Systems tools and technology must be open-source platform, no license issues involved • Must have capability to adopt data from attendance system • Mobile compatibility • System must not be limited to desktop version. <p>Experiences, Resources & Delivery Capacity Required: Applicant must also have adequate technical ability, resources and processes. As such, following are defined as minimum eligibility criteria: (Documents must be submitted in the following order):</p> <ul style="list-style-type: none"> • Must have up-to date Trade License. • TIN and VAT registration number and Tax payment/clearance/acknowledge paper of the previous year. • Must have at least five years of business experience in relevant field. • Association Membership certificates are preferable but BASIS membership certificate is a must here. • Must have similar kind of software solution implementation experience. • Up-to-date and valid Trade License, TIN and VAT Registration Certificate. • Updated Income Tax Clearance Certificate. • Company brochure/ profile covering company expertise, strength and experience. • Original copies of liquid asset information issued by concern authority. • Last 03 (Three) Years of Audited financial reports of the firm(s). • Association Membership certificates are preferable but BASIS membership certificate is a must here. <p>Package No: SD-55 – Attendance System Brief Description: The following components may be considered as primary scope for the above-mentioned integrated service delivery platform solution as reference but not limited to:</p> <ul style="list-style-type: none"> • Must be a ready software solution along with Biometric Attendance System device. • Data backup and export capacity in different format. • Integration Capabilities with HR & Payroll System. • Reporting and Analysis. • Alert Notifications. • Absence and Leave Management. • Standard features of Time and Attendance System. <p>Experiences, Resources & Delivery Capacity Required: Applicant must also have adequate technical ability, resources and processes. As such, following are defined as minimum eligibility criteria: (Documents must be submitted in the following order):</p> <ul style="list-style-type: none"> • Must have up-to date Trade License. • TIN and VAT registration number and Tax payment/clearance/acknowledge paper of the previous year. • Must have at least five years of business experience in relevant field. • Association Membership certificates are preferable but BASIS membership certificate is a must here. • Must have similar kind of software solution implementation experience. • Up-to-date and valid Trade License, TIN and VAT Registration Certificate.
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	<ul style="list-style-type: none"> Updated Income Tax Clearance Certificate. Company brochure/ profile covering company expertise, strength and experience. Original copies of liquid asset information issued by concern authority. Last 03 (Three) Years of Audited financial reports of the firm(s). Association Membership certificates are preferable but BASIS membership certificate is a must here. <p>Package No: SD-56 – Accounting System Brief Description: The following components may be considered as primary scope for the above-mentioned integrated service delivery platform solution as reference but not limited to:</p> <ul style="list-style-type: none"> Systems tools and technology must be open-source platform, no license issues involved. System must cover with the standard accounting features. System Access Management. Account book setup (Create Financial Year, Create Chart of Accounts (Multi Level), Create Project Accounts/Cost Centre etc.),Asset/Liabilities, Income/Expenditure, Invoicing and billing ,Inventory Management. Voucher Management (Receive/Credit Voucher, Payment/Debit Voucher, Ledger and Journal Voucher, Contra Voucher etc.),Journal creation and journal posting. Report Management (Cash Book & Bank Book, Trail Balance, Profit & Loss Accounts, Balance Sheet, Receivable & Payables),Reporting and Analysis ,Ability to scale up and customize the system. External API integrating ability, Standard security and backup, Mobile compatibility. System must not be limited to desktop version. <p>Experiences, Resources & Delivery Capacity Required: Applicant must also have adequate technical ability, resources and processes. As such, following are defined as minimum eligibility criteria: (Documents must be submitted in the following order):</p> <ul style="list-style-type: none"> Must have up-to date Trade License. TIN and VAT registration number and Tax payment/clearance/acknowledge paper of the previous year. Must have at least five years of business experience in relevant field. Association Membership certificates are preferable but BASIS membership certificate is a must here. Must have similar kind of software solution implementation experience. Up-to-date and valid Trade License, TIN and VAT Registration Certificate. Updated Income Tax Clearance Certificate. Company brochure/ profile covering company expertise, strength and experience. Original copies of liquid asset information issued by concern authority. Last 03 (Three) Years of Audited financial reports of the firm(s). Association Membership certificates are preferable but BASIS membership certificate is a must here.
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PROCUREMENT ENTITY DETAIL

16.	Name of the official inviting EOI	Dr. Khandoker Azizul Islam
17.	Designation of the official Inviting (EOI)	Project Director (Additional Secretary)
18.	Address of the official Inviting EOI	Establishing Digital Connectivity Project, Department of Information and Communication Technology, ICT Tower (Level-11), Plot # E-14/X, Sher-e-Bangla Nagar, Agargaon, Dhaka-1207, Bangladesh.
19.	Contact Details of the official Inviting EOI	02-41024041 (Attention: Procurement Officer, Mobile: 01818734929)

20. The procuring entity reserves the right to accept or reject any or all of the applications/proposals and also to the procurement process at any stage without showing any reason.

(-/Signed)
Project Director
Establishing Digital Connectivity Project