



JAGANNATH UNIVERSITY, DHAKA
9-10, CHITTARANJAN AVENUE, DHAKA-1100

Date: 03/10/2019

REQUEST FOR EXPRESSION OF INTEREST (EOI)

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| 1 | Agency | Jagannath University |
| 2 | Procuring Entity District | Dhaka, Bangladesh |
| 3 | Expression of Interest for the Selection of | Local Consulting Firm for the work: Stage, Pandle and Decoration of Convocation venue. |
| 4 | Works Name | Selection of the Firm for organizing Convocation-2020. |
| 5 | Procurement Sub-Method | Competent and experienced firm will be selected on the basis of overall experience, technical and organizational capacity and in consideration of financial proposal; QCBS (Quality and Cost Based Selection) method will be followed for the selection of consulting firm. |
| 6 | Budget and Source of Funds | Jagannath University |
| 7 | EOI Submission Date and Time | 14 days from the date of publication |
| 8 | Receiving of EOI Documents | Office of The Director, Planning, Development and Works, Jagannath University, 9-10 Chittaranjan Avenue, Dhaka-1100. PDF copies of all documents may be submitted at the e-mail address convocation.decoration@gmail.com along with hard copies. |
| 9 | Experience, Resources and Delivery Capacity Required | a) Background of the firm; b) General and overall experience of the firm in connection with convocation; c) Minimum 10 years' experience of similar works; d) Head of the firm must have 10 years' experience in the field of same nature; e) Summary of qualifications of technical staff; f) Updated Trade License, TIN certificate and VAT Registration; g) Experience certificate. |
| 10 | Brief Description of works/Services | Requirement of organizing firm includes providing services for organizing plan showing the location and architectural design of different decoration related works for the 1 st Convocation- 2020 of Jagannath University. The services include drawing, design and construction of different infrastructure including decoration and top supervision of convocation works. |
| 11 | Designation of Official Inviting EOI | Director (Planning, Development and Works), Jagannath University. |
| 12 | Address of Official Inviting EOI | Director, Planning, Development and Works Office, Jagannath University. |
| 13 | Contact No. of Official Inviting EOI | Telephone No. 02-9515039 (During office hour from 8 am to 4 pm) |

Special Conditions:

- Consultant will be selected in accordance with PPA/2006 and PPR/2008 and Public Procurement Procedures issued by GOB with its update amendment.
- Expression of Interest (EOI) shall be submitted in sealed envelope, delivered to the address given below.
- The Procuring Entity reserves the right to except or reject any or all EOI's without assigning any reason whatsoever.

(Md. Salim Khan)

Director
Planning, Development and Works Office
Jagannath University.