



Social Development Foundation (SDF)

House # 22/22, Khilzi Road, Mohammadpur, Dhaka-1207.

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Memo. No. SDF/Proc./Services/LMS/S-26.0 (RELI)/2023/291

Date: 25/01/2023

Request for Expression of Interest (REOI) for Hiring of consultancy services for modification, upgradation and addition of loan management system (LMS) Software.

1.	Ministry	Financial Institutions Division (FID), Ministry of Finance (MoF)	
2.	Implementing Agency	Social Development Foundation (SDF)	
3.	Head of Procuring Entity	Managing Director, Social Development Foundation (SDF)	
4.	Procuring Entity District	Dhaka	
5.	EOI for Selection of	Hiring of consultancy services for modification, upgradation and addition of loan management system (LMS) Software. Package No-S-26.0 (RELI)	
6.	EOI No. & Date	SDF/Proc./Services/LMS/S-26.0 (RELI)/2023/291 Date:25/01/2023	
7.	Procurement Method	Quality and Cost Based Selection (QCBS)	
8.	Budget & Source of Fund	IDA	
9.	Development Partner	IDA (World Bank)	
10.	Project Code	IDA Credit No-6876-BD	
11.	Project Name	Resilience, Entrepreneurship and Livelihood Improvement (RELI) Project	
12.	EOI Submission	EOI, in 2 (two) sets (One original + One duplicate) each with supporting documents, must be submitted in sealed covered envelope at the office of Social Development Foundation (SDF), 22/22, Khilzi Road, Mohammadpur, Dhaka-1207 and be clearly marked on the envelope Expression of Interest for Hiring of consultancy services for modification, upgradation and addition of loan management system (LMS) Software. Package No.-S 26.0 (RELI).	
13.	Closing Date & Time	Date: 28/02/2023	Time: 2.00 PM
14.	EOI Opening Date & Time	Date: 28/02/2023	Time: 2.30 PM
15.	EOI Opening Place	Conference Room, Social Development Foundation (SDF)	
16.	The Objectives of the assignment	<p>The main purpose of the assignment is to upgrade/modify/add our ongoing web-based Loan Management (Microfinance) System in a timely manner. With this software, 3200 villages of our current Resilience, Entrepreneurship and Livelihood Improvement (RELI) project and 2500 villages of the previous NJLIP, a total of 5700 villages will be to automate and monitor the community finance activities (Loan Management). This system will be a robust system in terms of handling very large number of user (about 7000), to handle around 12.0 Lac loan account and huge volume of data and transactions. This system should provide suitable flexible interactive user-friendly tools to allow collation of inputs from various village institutions (i.e. Gram Somiti (GS) and Village Credit Organization (VCO)), produce standard reports; term based and drill down reports, and disseminate information to policymakers and stakeholders in a systematic way. The detailed scopes of the work are specified in Scope of Work Section.</p> <p>SDF intends to hire an experienced and reputed consulting firm to conduct the services for modification, upgradation and addition of loan management system (LMS) software. Details are mentioned in TOR (www.sdfbd.org)</p>	
17.	Qualification & Experiences	<p>The Social Development Foundation now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:</p> <p>General experience of the Firm(s); Experience of similar tasks such as experience as a software development firm with experience of designing, developing, maintaining computerized web based Microcredit System that is being used by at least 2(two) organizations from at least 20 different office locations, Financial soundness, staffing and logistics of the firm. Availability of appropriate skills among staff: The agency/firm must have appropriate professional and technical team with high level of competencies to handle tasks and responsibilities. Evidence of engagement of software development professionals should be in the regular payroll of the concerned firm and Support service of the consultants (firm).</p> <p>Consultants are requested to submit the following supporting documents in support of the above-mentioned criteria: (i) Up to date relevant registration papers of the firm (s); (ii) JV agreement/letter of intent (if applicable); (iii) Firm's brochure; (iv) Audited financial reports for last three years; (v) Service experience record of Last five (05) years (including nature, total cost of Contract, total input in terms of man month, employer, location of service etc.); (vi) Updated trade license; (vii) Turnover of the consulting firm; (viii) any other information necessary to substantiate the shortlisting criteria listed above and/or included in the TOR; However, Key Experts will not be evaluated at the short-listing stage;</p>	
18.	Other details	<ul style="list-style-type: none">• Incomplete/partial EOIs will be rejected. Interested firm(s) must provide focused information demonstrating that they are qualified to perform the services.• The firm shall be selected in accordance with World Bank Guidelines for selection of Consultants (July 2016 revised November 2017 and August 2018) & PPR-2008.• Activities of implementing units are given in TOR.• The authority reserves the right to accept or reject any or all the EoIs or annul the EoI process at any stage without incurring any liability to the affected firm(s).• The EOI and Terms of Reference are available in the website: www.sdfbd.org	
19.	Name of the Official Inviting EOI	AZM Sakhawat Hossain	
20.	Designation and Address of Official Inviting EOI	Managing Director, Social Development Foundation (SDF), 22/22, Khilzi Road, Mohammadpur, Dhaka-1207.	
21.	Contact Details	Phone: 02-41022521-4, Fax 02-41022525, Email: md@sdfbd.org ; fpdhp@sdfbd.org , website: www.sdfbd.org	