



SOCIAL DEVELOPMENT FOUNDATION (SDF)

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

Telephone: 58157625/58157626/58157627/ 58157628; Fax: 58157623

E-mail: md@sdfbd.org, Website: www.sdfbd.org

Memo. No. SDF/Proc./Services/Process Monitoring/S-6.0 (RELIP)/2022/1321

Date: 10/05/2022

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

Country: Bangladesh

Name of Project: Resilience, Entrepreneurship and Livelihood Improvement (RELI) Project

Credit No: 68760-BD

Assignment Title: Hiring firm for Process Monitoring of RELI Project

Reference No.: BD-SDF-253183-CS-QCBS-S-6.0

1. The Government of the People's Republic of Bangladesh has received financing from the World Bank toward the cost of the Resilience, Entrepreneurship and Livelihood Improvement (RELI) Project, being implemented by Social Development Foundation (SDF) and intends to apply part of the proceeds for consulting services for Process Monitoring of RELI Project.
2. The objectives of the assignment are to identify specific areas on process monitoring that require further thematic studies and any critical deviations in project implementation, to describe best practices and develop a good feedback mechanism for learning, monitoring and adaptation, to assess the effectiveness of the communication process and to review the implementation of project activities. Details are mentioned in the TOR.
3. The consulting services ("the Services") is intended to be conducted in 3,200 project villages of 20 districts and sample size to be determined based on the number of villages allocated in each district. Details are mentioned in the TOR.
4. 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:
 - (a) General experience of the Firm(s);
 - (b) Experience in similar assignments of compatible size, complexity and technical specialty in the required area;
 - (c) Financial soundness, staffing and logistics of the firm.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) 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;
5. The attention of interested Consultant firm is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" November 07, 2021 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.
6. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected. In the case of an association, all members of such "association" should have real and well-defined inputs to the assignment and in such "association" it is preferable to limit the total number of firms including the associates to a maximum of 03 (Three).
7. A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procurement Regulations.
8. Further information can be obtained at the address below during office hours, i.e. 0900 to 1700 hours. The detailed Terms of Reference (TOR) for the assignment can be downloaded from www.sdfbd.org website or can be obtained upon request from the address below either by e-mail or in person during the office hours (Local Time: 09:00 to 17:00 hours).
9. Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by on or before 17.00 hours on June 05, 2022.

Social Development Foundation (SDF)

Attention: A.Z.M Sakhawat Hossain, Managing Director

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

Telephone: 02-41022521-4; Fax: 02-41022525

E-mail: md@sdfbd.org,

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