Request for Expressions of Interest (REOI)

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

Department of Social Services

E-8/B-1, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh

No: 41.01.0000.042.07.001.17. 254 Date: 29 August 2019

1.	Ministry	Ministry of Social Welfare (MSW)
2.	Agency	Department of Social Services (DSS)
3.	Procuring Entity Name	Director (Programme), Department of Social Services (DSS)
4.	Procuring Entity Code	N/A
5.	Procuring Entity District	Dhaka
6.	Expression of Interest for Selection	Consulting Firm (National), Lump Sum
7.	Title of Service	Design and Development of Microcredit Management System (MCMS) of DSS and Provide TOT & Maintenance Support.
8.	EOI Ref. No.	SD-01/2019-20
9.	Date	29 August 2019
	KEY INFORMATION	
10.	Procurement Method	Quality and Cost Based Selection-QCBS (National)
	FUNDING INFORMATION	
11.	Budget and Source of Funds	Development, Access to Information (A2I)
12.	Development Partners	N/A
	PARTICULAR INFORMATION	
13.	Project Name	Design & Development of DSS Microcredit Management System (MCMS) and Provide Maintenance Support for Digitization of Micro-Credit Programs in DSS.
14.	EOI Closing Date and Time	17 September 2019, 04.00 PM
	INFORMATION FOR APPLICANT	
15.	Brief Description of Assignment	Different Microcredit programs are running for different target groups Under Department of Social Services (DSS). Upazilas & City Units of DSS are the implementing offices of these microcredit programs. At present the above programs are implementing by old manual process for service delivery, record keeping and MIS reporting. The aim of this advertisement is to hire a software firm to design, develop and implement a unified and digital Microcredit Management System to replace existing manual system of service delivery, record keeping and report generation. The system will be a robust system in terms of handling very large number of user and huge volume of data, transactions and configurable for any existing/new credit programmes for DSS. The Firm will be responsible for design, development, implementation, operation and maintenance of DSS Microcredit Management System (MCMS).
16.	Experience, Resources and Delivery Capacity Required	Firm that submits an EOI shall be evaluated using, but not limited to, the following minimum criteria which the Firm, must provide documentary proof of compliance 1. The firm who have the membership of Bangladesh Association of Software & Information Services (BASIS), will get priority. 2. Firm must submit updated Trade license, Income TAX and VAT registration certificate. 3. The Firm must have Minimum 07 (seven) years of experience in IT-related fields. 4. Applicant must have clear understanding about web-based applications and have minimum 05 (five) web-based Software Solution/Application development & implementation experience with Govt. ministry/division/department or International Development Partner/ Agencies in last 10 years. 5. The firm should demonstrate its management capacity (brochures and other documents describing experience, availability of appropriate professional staff). Applicant should demonstrate its logistical capability (well-equipped office space at Dhaka with necessary facilities) 6. Must have working capital/liquid asset/credit facility not less than Tk 50 (fifty) lakh.

		7. The firm must submit last year audit report showing yearly turnover at least Tk 1 Core. 8. Interested firm may participate individually or in JVCA (Joint Venture Consortium or Association) and submit agreement/letter and responsibility matrix (if applicable); In case of JVCA, Bangladeshi firm should be the lead firm. 9. The firm must have updated website.
17.	Other Details (if applicable)	1) Two signed copies with an original and a photocopy for this package of EOI shall be submitted in a sealed envelope to the address below. 2) Consulting firm will be selected in accordance with the procedures set out in the PPR, 2008.
18.	Association with other firms is	N/A
19.	REOI Detail Information	

Ref No	Phasing of Services	Location	Start Date	Completion Date
1.	Phase -1: System requirement analysis, design and MCMS development.	Dhaka	01 December 2019	31 August 2020
2.	Phase -2: Hosting platform setup and configuration and MCMS installation.			
3	Phase -3: Data Input, conduct training for Master trainers & piloting			
3.	Phase -4:, Warranty, maintenance and helpdesk , handover the project with all related documents and materials	Dhaka	01 September 2020	28 February 2022

PROCURING ENTITY DETAILS

20.	Name of Official EOI	Md. Abdullah Al Mamun
21.	Designation of Official REOI	Director (Programme)
22.	Address of Official REOI	Room # 501 (4th Floor), E-8/B-1, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh
23.	Contact details of Official REOI	Phone:029111749 E-mail: dir.prog@dss.gov.bd

The procuring entity reserves the right to accept or reject all tenders

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Md. Abdullah Al Mamun
Joint Secretary
Director (Programme)