



Government of the People's Republic of Bangladesh
National Board of Revenue
Bond Management Automation Project
Al-Amin Millennium Tower (Level-13), 75-76, Kakrail, Dhaka-1000
e-mail: bmap@nbr.gov.bd

File No: 08.01.0000.56.15.001.18/301

Date: 09/12/2019

Request for Expression of Interest (EOI)
for
Selection of Individual Consultant (National)

1. Ministry/Division : Internal Resources Division (IRD), Ministry of Finance
2. Agency : National Board of Revenue (NBR)
3. Procuring Entity Name : Project Director, Bond Management Automation Project (BMAP).
4. Procuring Entity District : Dhaka
5. Expression of Interest for : Individual Consultant (National) under BMAP selection of
6. Title of Service : Selection of Procurement Specialist
7. Budget and Source of Funds : Development Budget, GOB
8. Project Code (if applicable) : 223014600
9. Project Name : Bond Management Automation Project (BMAP)
10. EOI & RFA Closing Date & Time : 29.12.2019 at 2.00 PM (Local Time)
11. EOI & RFA Opening Place, Date & Time : Project Director office, BMAP, Room No: 2, Al-Amin Millennium Tower (Level-13), 75-76, Kakrail, Dhaka, 29.12.2019 at 2.30 PM (Local Time).
12. Place of Application : Project Director office, BMAP, Room No: 2 (Level-13), Submission Al-Amin Millennium Tower, 75-76, Kakrail, Dhaka.
(RFA can be collected from Bond Management Automation Project office from 12-12-2019 to 28-12-2019 during office time). Application may be submitted through email.

13. The Government of People's Republic of Bangladesh has a provision of a project under NBR and intends to apply a part of the proceeds to cover eligible payments under the contract for providing consultancy services by hiring a Procurement Specialist (PS) for the project as an individual local consultant.

As a part of his/her duties, Procurement Specialist will assist the Project Implementation Unit (PIU) in procuring works/goods/services under the project mentioned above following the Public Procurement Acts and Rules of the Government of Bangladesh (GoB). The overall responsibility of the Procurement Specialist for the Project is to establish and operate the procurement management system in the project.

Procurement Specialist will have to ensure financial safeguards through sound procurement procedure for facilitating smooth implementation of the project activities. The service includes but not limited to:

- (i) Prepare an overall procurement plan for all goods, works and services to be procured during the project period;
- (ii) Determine the appropriate procurement method to procure goods/works/services for each contract;
- (iii) Update Procurement Plan and Procurement Schedule in compliance with Public Procurement Act, 2006 (PPA) and Public Procurement Rules, 2008 (PPR);
- (iv) Assist the project to prepare the project Procurement Strategy for Development (PPSD) in regard to collect necessary and relevant procurement data or information;
- (v) Prepare/review/finalize procurement documents like bidding documents, Request for Proposals (RFP), bid/proposal evaluation reports etc. for all contract packages in accordance with the procurement procedure of the People's Republic of Bangladesh (Public Procurement Act, 2006 and Public Procurement Rules, 2008);
- (vi) Ensure that procurement is done in accordance with the provisions of the PPA & PPR;
- (vii) Prepare final report assessing procurement performance;
- (viii) Finalize specification of goods, prepare bidding documents and bidding advertisements;
- (ix) Organize/assist opening and evaluation of bids, contract awards in accordance with PPA & PPR;
- (x) Supervise the implementation of contracts including transportation, delivery, acceptance and storage;
- (xi) Verify payments due under procurement contracts and help prepare applications for payment.

14. The qualifications and experiences of the consultant required for the assignment are as follows:

Sl	Particulars of Positions	Educational Qualification	Requirement of experiences and adequacies
1.	Name of Position: Procurement Specialist Number of Position: 1 (One) Man Month: 12 Months (Condition Applied)	Master's in Procurement/economics/ statistics/ finance/ business administration/ management/law/B. Sc. Engineering or other relevant subject;	<ul style="list-style-type: none"> • At least 15 years of work experience with 8 years in public procurement in capacity of Procurement Consultant. • Proven working experience on procurement following PPA 2006 and PPR 2008; • Advance training on procurement or supply chain management will be an added advantage for the candidate. • Proven experience in decision making in donor/GoB funded procurement. • Fluency in English language and good communications skills. • Good computer skill on MS Word, MS Excel, Power Point.

15. The tenure of the appointment will be for 12 (Twelve) man months which may be extended according to the Public Procurement Act, 2006 and Public Procurement Rules, 2008, if necessary.

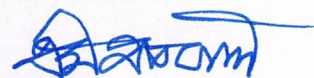
16. Age limit of the indivisible consultant: Maximum 63 (sixty three) years.

The Project Director, Bond Management Automation Project (BMAP), NBR now invites eligible applicants to apply for the positions. Applicants are invited to provide information indicating that they are qualified to perform the services (complete CV with other details as required as per the application forms).

Consultant will be selected using the selection of individual consultant sub-method in accordance with the Public Procurement Act, 2006 and Public Procurement Rules, 2008. It is expected that the services will be commenced in January, 2020.

Interested Candidates are requested to submit their expressions of interest in accordance with the standard application forms. Application forms and other details may be obtained from the office of the undersigned during normal office hours (or available in the NBR website: www.nbr.gov.bd)

The Client reserves the right to accept or reject any/all Expression of Interest (EOI).



Sultan Md. Iqbal

Member (Customs: Export, Bond & IT)
National Board of Revenue
and
Project Director
Bond Management Automation Project

Copy forwarded for kind information:

1. System Manager, National Board of Revenue (He is requested to publish this notice on NBR website).
2. PS to Chairman, National Board of Revenue, Segunbagicha, Dhaka (For kind information of Chairman, NBR).
3. The Manager (Advertisement), The Daily Star. {He is requested to Publish this notice for 1 (one) Day in inner page, before 11th December, 2019 (Size as small as possible but not less than 15" x 3" Column)}.
4. The Manager (Advertisement), The Daily Ittefaq. {He is requested to Publish this Notice for 1 (one) Day in inner page, before 11th December, 2019 (Size as small as possible but not less than 15" x 3" Column)}.