



Government of the People's Republic of Bangladesh
Local Government Engineering Department
“Upazila Town (Non-Municipal) Master Plan Preparation and
Basic Infrastructure Development Project (UTMIDP)”
02, Monipuri Para, 5th Floor, Tejgoan, Dhaka-1215,
www.lged.gov.bd



“শেখ হাসিনার মূলনীতি
গ্রাম শহরের উন্নতি”

Memo No. 46.02.0000.929.11.015.22 . 1379

Dated: 19/09/2022

Request for Expression of Interest (EoI)

1.	Ministry/Division	Ministry of Local Government, Rural Development & Co-operatives /Local Government Division
2.	Agency	Local Government Engineering Department (LGED)
3.	Procuring Entity Name	Project Director, “Upazila Town (Non-Municipal) Master Plan Preparation and Basic Infrastructure Development Project (UTMIDP)”
4.	Procuring Entity Code	N/A.
5.	Procuring Entity District	Dhaka
6.	Expression of Interest (EoI) for	Recruitment of Consulting firm (Short Listing)
7.	Title of Service	Review & Update of 04 (four) Upazila Development Plans (Master Plan)
8.	EoI Ref. No.	Memo No. . 46.02.0000.929.11.015.22.1379
9.	Ref. Date	19/09/2022

KEY INFORMATION

10.	Procurement Method	Quality and Cost Based Selection (QCBS)
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FUNDING INFORMATION

11.	Budget and Source of Funds	GOB
12.	Development Partners (if applicable)	Not Applicable

PARTICULAR INFORMATION

13.	Project Code (if applicable)	224246100	
14.	Project Name	“Upazila Town (Non-Municipal) Master Plan Preparation and Basic Infrastructure Development Project (UTMIDP)”	
15.	Place of EOI Submission	Office of the Project Director, “Upazila Town (Non-Municipal) Master Plan Preparation and Basic Infrastructure Development Project (UTMIDP)”; 02, Monipuri Para, 5th Floor, Tejgoan, Dhaka-1215.	
16.	EoI closing date & time	Date	Time
		11/10/2022	02:00 PM

INFORMATION FOR APPLICANT

17.	Brief Description of Assignment	Consultancy services for reviewing and updating of Upazila Development Plans (UDP)/Master Plans prepared by UDD. The current assignment proposes to review and update of Upazila Development Plans prepared by UDD in three levels: at policy level (the Structure Plan), spatial level (the Urban Area Plan and Rural Area Plan), and at implementation level (the Action Plans). These plans will include more detail decision about specific programs and policies that require to be implemented over the medium term (10 years). The Action Plan includes prioritization of projects and prepare in-detail implementation plan with necessary layout, design, drawings, cost estimation etc. of the following plans (but not limited to) to provide detail guidelines for implementing items like: Growth Center Development Plan, Village Service Center Development Plan, Transport Node development Plan, Playground/Park/Natural Reserve Development Plan etc. To perform above services the consultant needs to be followed specific steps required for physical plan making/reviewing process. All data need to be collected from UDD and need in depth assessment/review of the data and conduct various types of surveys (where necessary for updating existing data) like: physical feature, land use, topographic surveys using satellite image/drone imagery and photogrammetric technologies, geological survey, transport survey etc. are to be executed for understanding present condition of the upazila in the respective sectors. There need to review/conduct studies like hydrological, environmental, heritage etc. where appropriate for the need of the assignment.
18.	Experience, Resources & Delivery Capacity Required	The Consulting Firm shall have a general experience of at least 15 (fifteen) years and practical experience with proven assignment record in conducting at least 05 (five) years experience in the preparation of Town Master Plan related consulting services. The EoI shall be evaluated on the basis of the following documents: 1. Legal documents of the firm (Registration of Firm, TIN, VATs etc.). 2. Age of firm (years in relevant business). 3. Availability of key professionals for conducting similar types of assignments. 4. Financial resources of the consultant (Turnover of last five years) 5. Experience of the firm in similar task/assignments (example of past experience of similar nature and

**LOCAL GOVERNMENT ENGINEERING DEPARTMENT**

Local Government Division

Ministry of Local Government, Rural Development & Cooperatives



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		<p>for complexity including cost and duration of the assignment)</p> <p>6. Experience of the firm in other works (example of past experience of other nature of task including cost and duration of the assignment)</p> <p>7. Support Services of the firm (office space, support staff, equipment).</p> <p>8. Financial Statement supported by audit report for the last 3 (three) years.</p> <p>9. JV agreement/letter of intent (if applicable).</p> <p>10. Firm brochure</p>
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19.	Other information	<p>(a) Consulting firm will be selected in accordance with the procedures set out in the PPR-2008.</p> <p>(b) RFP will be issued only to the short listed firms</p> <p>(c) Three sets of EOI (01 Original and 02 copies) are required to be submitted before the closing date and time to the undersigned office.</p> <p>(d) Any firm(s), debarred by CPTU will not be eligible for participating the EOI.</p> <p>(e) Detailed information may be collected from the undersigned office during office hour.</p>		
20.	Association with foreign firm is	Will be preferable.		
21.	Ref No	Phasing of Service	Location	Indicative start date
	UTMIDP/UMPR-1	N/A	Bagmara, Saghata and Ramu Upazila	01/12/2022
	UTMIDP/UMPR-2	N/A	Nawabganj Upazila	01/12/2022
PROCURING ENTITY DETAILS				
22.	Name of Official Inviting EoI	Md. Sayfuddin		
23.	Designation of Official Inviting EoI	Project Director		
24.	Address of Official Inviting EoI	Office of the Project Director, Upazila Town (Non-Municipal) Master Plan Preparation and Basic Infrastructure Development Project (UTMIDP)"; 02, Monipuri Para, 5th Floor, Tejgoan, Dhaka-1215.		
25.	Contact details of Official Inviting EoI	Telephone: +88 02 55028509 (Office), E-mail: pd.utmstp@lged.gov.bd		

- The procuring entity reserves the right to accept or reject any or all EoIs
- Expression of Interest should be submitted at the office of the undersigned in sealed envelope on or before 11/10/2022 during 2.00 PM with clearly mention package number and name.

(Md. Sayfuddin)
Project Director
Phone: +88 02 55028509
E-mail: pd.utmstp@lged.gov.bd

Memo No. 46.02.0000.929.11.015.22 .1379

Dated: 19/09/2022

Copy forwarded for kind information and necessary action:-

1. The Chief Engineer, Local Government Engineering Department (LGED), Dhaka.
2. The Additional Chief Engineer (Planning/Implementation/Maintenance/Urban Management), LGED, Dhaka.
3. The Superintending Engineer (Planning/Urban Management), LGED, Dhaka.
4. In-charge of MIS Unit, LGED HQ, Dhaka. He is requested to publish the EOI notice into LGED Website.
5. The Editor, The Daily Mukta Khabar/The Daily Observer. He is requested to publish the EoI notice urgently at every edition in his Newspaper before 22/09/2022 for one day circulation only.
6. Assistant Chief Engineer, Local Government Engineering Department (LGED), Dhaka.
7. Notice board.

(Md. Sayfuddin)
Project Director
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