

Prescribed Format for Submission of Expression of Interest (EOI)*(Same Form to be completed by each member of JV)*

Package No.	: LGED/S-12
Title of Service	: Consulting Services for Workshop, Training & Data entry of Tenderers' Profile under Barishal & Khulna Division on National Tenderers Database (NTDB)

1. Letter of Submission [Addressing Executive Engineer (Procurement), LGED]

2. General Experience of the Firm :

*(Year of Establishment, as per Registration Certificate)**(Necessary Attachments: Company/Firm's Registration Certificate)*

3. Legal Establishment of the Firm

a) TIN No. :

b) VAT Registration No. :

c) Trade License No. :

(Necessary Attachments: TIN Certificate, VAT Certificate, Valid Trade License)

4. Firm/Company Background (General Information)

(Necessary Attachments: Brochure etc.)

5. Financial Capacity of the Firm (Turnover of last 3years)

a) 2022-23 (Up to Present) :

b) 2021-22 :

c) 2020-21 :

(Necessary Attachments: Payment Received Certificates/Audit Report)

6. Experience of the Firm in Similar Nature Assignments in Last Ten Years

(Example of Past Experience of Similar Nature and/or Complexity including Cost and Duration of the Assignment)

Project Name	Title/Description of Service	Type of Service	Name and Address of the Client	Service Duration (Start & End Dates)	Value of Service			Man-Month Input	
					Total Value	No. of Partners (if Any)	Value of Service Provided by the Firm	Firm's Input	Partners' Input

(Necessary Attachments: Details Description of Mentioned Similar Nature Assignment done by the Firm Separately)

Form-A

7. Availability of Key Professionals to Carry out Assignment

Total number of Key Professionals :

<i>SN</i>	<i>Name of Key Professionals</i>	<i>Position held in the Firm</i>	<i>Educational Qualification</i>	<i>Total Years of Experience</i>	<i>Years of Experience in Relevant Field</i>	<i>No. of Years as Firm's Employee</i>

8. Staffing and logistics of the firm

i) Staffing of the firm List of total Managerial Staffs :

ii) Logistics of the firm

a) Office Space (Area, Floor No. etc.)

b) No. of Support Staffs

c) Description of Important Office Equipment

