

**Prescribed Format for Submission of Expression of Interest (EOI)**

*(Same Form to be completed by each member of JV)*

Package No. : LGED/S-13  
 Title of Service : Consulting Services for Workshop, Training & Data entry of Tenderers' Profile under Rangpur 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 :

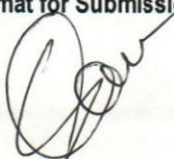
*(Necessary Attachments: Payment Received Certificates/Audit Report)*

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:**

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

**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

