

Prescribed Format for Submission of Expression of Interest (EOI)

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

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| Package No. | : LGED/S-14 |
| Title of Service | : Consulting Services for Workshop, Training & Data entry of Tenderers' Profile under Rajshahi 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 |
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(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:

| SN | Name of Key Professionals | Position held in the Firm | Educational Qualification | Total Years of Experience | Years of Experience in Relevant Field | No. of Years as Firm's Employee |
|-----------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|--|--|
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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

