



**Government of the People's Republic of Bangladesh**  
Local Government Engineering Department  
"Upazila Town (Non-Municipal) Master Plan Preparation and  
Basic Infrastructure Development (1<sup>st</sup> Revised) Project (UTMIDP)"  
02, Monipuri Para, 5th Floor, Tejgoan, Dhaka-1215,  
[www.lged.gov.bd](http://www.lged.gov.bd)



"শেখ হাসিনার মূলনীতি  
গ্রাম শহরের উন্নতি"

Memo No. 46.02.0000.929.11.004 (Part-2).18.660

Dated: - 07/03/2024

**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 (1 <sup>st</sup> Revised) Project (UTMIDP)"						
4.	Procuring Entity Code	Not at present.						
5.	Procuring Entity District	Dhaka						
6.	Expression of Interest (EOI) for	Selection of Individual Consultant (National) (Time Based)						
7.	EOI Ref. No. and Ref. Date	Memo No. 46.02.0000.929.11.004 (Part-2).18.660				07/03/2024		
<b>KEY INFORMATION</b>								
8.	Procurement Sub-Method	Selection of Individual Consultant (National) (Time Based)						
<b>FUNDING INFORMATION</b>								
9.	Budget and Source of Funds	GOB						
10.	Development Partners (if applicable)	Not Applicable						
<b>PARTICULAR INFORMATION</b>								
11.	Project Code (if applicable)	224246100						
12.	Project Name	"Upazila Town (Non-Municipal) Master Plan Preparation and Basic Infrastructure Development (1 <sup>st</sup> Revised) Project (UTMIDP)"						
13.	Place of EOI submission	Office of the Project Director, Upazila Town (Non-Municipal) Master Plan Preparation and Basic Infrastructure Development (1 <sup>st</sup> Revised) Project (UTMIDP); 02, Monipuri Para, 5th Floor, Tejgoan, Dhaka-1215.						
14.	EOI closing date & time	04/04/2024				12:00 PM		
15.	Commencement of work	1 <sup>st</sup> July 2024						
16.	<b>INFORMATION FOR APPLICANT</b>							
The Project Director, "Upazila Town (Non-Municipal) Master Plan Preparation and Basic Infrastructure Development (1 <sup>st</sup> Revised) Project (UTMIDP)", now invites Expression of Interest (EOI) from experienced Individual Personnel (National) under the following positions. The duration of the service is 12 (Twelve) months with possibility of extension subject to project time extension.								
	Sl. No.	Package No.	Name of Position	No. of Post	Man-Month/ Person	Educational Qualification	Brief Job Description	Relevant Work Experience
	1.	UTMIDP /IC/S-04	Senior Consultant (Planning)	1	12	Bachelor in Urban and Regional/ Rural Planning from any recognized university/institute. Master in Urban and Regional/ Rural Planning will be given preference.	Prepare necessary strategy and guidelines to ensure proper standards and quality of Master Plan. Monitor & supervise all stages of preparation of Master Plan by the concerned consulting firms. Finalize and collect all Master Plan complying TOR, related to national plans, policies and strategies from consulting firms.	Having 20 years of overall experience in that at least 15 years of experience in urban development projects particularly on Preparation of Master Plan/ Detailed Area plan/ Action Area Plan and District/Upazila Development Plan. Experience in similar type/s of physical planning will be given preference.
	2.	UTMIDP /IC/S-05-06	Consultant (Planning)	2	12	Bachelor in Urban and Regional/ Rural Planning from any recognized university/institute. Master in Urban and Regional/ Rural Planning will be given preference.	Checking of all matters related to Master Plan complying TOR, related to national plans, policies and strategies from consulting firms. To oversee, monitor & supervise all stages of preparation of Upazila Master Plan by the consulting firms.	Having 12 years of overall experience in that at least 10 years of experience particularly in the formulation of physical planning, project management, and preparation of Pourashava/ Upazila/ local level plans and urban development projects. Experience in similar type/s of physical planning will be given preference.
	3.	UTMIDP /IC/S-07	Consultant (Monitoring & Evaluation)/ Monitoring Specialist	1	12	Bachelor in any recognized university/institute. Master degree will be given preference.	To prepare project M&E framework, progress report, monitoring plan & activities and any other related reports. Arrange meeting, workshop, seminars, etc.	Having 12 years of overall experience in that at least 10 years of experience in project monitoring, evaluation, administration, and coordination. Experience in similar type of project/s will be given preference.
Other Information					(a) Individual Consultant will be selected in accordance with the procedures set out in the PPA-2006 and PPR-2008			
					(b) Detailed information needs to be collected from the undersigned office during office hour			
<b>PROCURING ENTITY DETAILS</b>								
17.	Name of Official Inviting EOI			Md. Sayfuddin				
18.	Designation of Official Inviting EOI			Project Director				
19.	Address of Official Inviting EOI			Office of the Project Director, Upazila Town (Non-Municipal) Master Plan Preparation and Basic Infrastructure Development (1 <sup>st</sup> Revised) Project (UTMIDP), 02, Monipuri Para, 5th Floor, Tejgoan, Dhaka-1215.				
20.	Contact details of Official Inviting EOI			Office of the Project Director, (UTMIDP); 02, Monipuri Para, 5th Floor, Tejgoan, Dhaka-1215.			Telephone: +8802-41025818 E-mail: <a href="mailto:pd.utmidx@lged.gov.bd">pd.utmidx@lged.gov.bd</a>	
21.	The Procuring Entity reserves the right to accept or reject any or all the EOI's and RFA. EOI must be delivered to the address in sealed envelope.							



# LOCAL GOVERNMENT ENGINEERING DEPARTMENT

Local Government Division

Ministry of Local Government, Rural Development & Cooperatives



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(Md. Sayfuddin)  
Project Director  
Telephone: 02-41025818  
E-mail: [pd.utmidp@lged.gov.bd](mailto:pd.utmidp@lged.gov.bd)

Memo No. 46.02.0000.929.11.004 (Part-2).18.660

Dated: - 07/03/2024

**Copy forwarded for kind information:**

1. Chief Engineer, LGED, Dhaka.
2. Director General, CPTU, IMED, Planning Commission, Agargaon, Sher-e-Bangla Nagar, Dhaka. He is requested to publish the notice into the website.
3. Additional Chief Engineer (all), LGED, Dhaka.
4. Superintendent Engineer (Admin), LGED, Dhaka.
5. In charge of MIS Unit, LGED, HQ/Dhaka. He is requested to publish the notice into LGED Website
6. The Editor, **Amar Sangbad** **The Business Post**. He is requested to publish the Tender Notice urgently at every edition in his Newspaper before 10/03/2024 for one day circulation.
7. Notice board.