

Government of the People's Republic of Bangladesh
Ministry of Women and Children Affairs
Jatiyo Mohila Sangstha
Tottho Apa: Empowering Women Through ICT Towards Digital Bangladesh Project (2nd phase)
145, New Baily Road, Dhaka
www.totthoapa.gov.bd

Memo. No. 32.02.0000.205.47.18-274

Date: 25.07.2018

REQUEST FOR EXPRESSIONS OF INTEREST
for
Management Information System Software Development of Tottho Apa Project

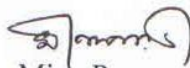
1.	Ministry / Division	Ministry of Women and Children Affairs
2.	Agency	Jatiyo Mohila Sangstha
3.	Procuring Entity Name	Project Director (Additional Secretary), Tottho Apa: Empowering Women Through ICT Towards Digital Bangladesh Project (2 nd phase)
4.	Expression of Interest for Selection of	Selection of Firm/ Company (National), (Time-Based)
5.	Title of Service	Expression of Interest for Selection of an IT Firm/ Company for “Management Information System (MIS) Software development and post development support”
6.	EOI Ref. No.& Date	Memo. No. 32.02.0000.205.47.18-274 , Date: 25.07.2018
7.	Procurement Method	Quality Cost Based Selection (QCBS).
8.	Budget and Source of Funds	Development Budget (GOB)
9.	Project/Programme Name	Tottho Apa: Empowering Women Through ICT Towards Digital Bangladesh Project (2 nd phase)
10.	EOI Closing Date, Time	Date: 16.08.2018, Time: 1 :00 pm hours BST
11.	Brief Description of Assignment	The authority has decided to automate the overall activities of the Project through the comprehensive Management Information System (MIS) of the Project. The Management Information System (MIS) of the Project should be designed in such a way so that the project office and all the Information Centre (490 Information Center in 490 Upazilas) can access the system on the basis of the role defined by the authority.

		<p>The Management Information System (MIS) software includes but not limited to the following services:</p> <ol style="list-style-type: none"> 1. Human resource management system including Personnel Information's, leave management and attendance management with finger print/retina/RFID Card device. 2. Accounting management system including pay-roll and cashbook management system. 3. Inventory management system including the inventory of the information of the beneficiaries of the project 4. Meeting and event management system 5. Task assessment, planning, monitoring and control system. 6. The application shall have admin control panel, user access control and message option. 7. Post development and maintenance support for 3 years after warranty period (warranty should be minimum 2 years after complete delivery of the software with source code with debugging all the bugs and warranty period includes post development and maintenance support).
12.	Experience, Resources Delivery Capacity Required	<p>Intending firms have to submit the following documents along with the EOI:</p> <ol style="list-style-type: none"> 1. Background of the firm with brochure summarizing facilities, areas of the expertise, Administrative strength, logistics and financial capacity, general information including legal documents, etc. 2. The Firms must submit attested copies of their registration of the firm certificate of incorporation, up-to-date Trade license, Income Tax Clearance Certificate (Min 2017-18), TIN and VAT Registration Certificates, Current Bank Solvency Certificate and last three (03) years audited balance sheet (s). 3. Availability of adequate qualified technical personnel and resources for maintenance and support of the offered services to carry out the said assignment. 4. Experience of similar completion or ongoing assignments in Bangladesh (government/Semi-Government/Autonomous/Corporations) within last 10 years with different organizations in field of establishing and maintaining on-line IT services (web based software/mobile apps related business) mentioning start date, completion date etc. (Certificate must be submitted with task, the description of technology used, email & web address and detail information of the contract person for the assignment. In this regard work order or notification of award (NOA) will not be considered acceptable) 5. The participating company having BASIS membership, Capability

Handwritten signature

Handwritten signature

		<p>Maturity Model Integration (CMMI) Level 3 or above will get preference;</p> <p>6. 3(three) copies of Expression of Interest (EOI) must be submitted along with copies of certificate and other supporting documents.</p> <p>7. Firm/company will be selected using the Quality and Cost Based (QCBS) method in accordance with the PPA 2006 and PPR 2008.</p> <p>8. Multiple Companies having technical and legal competency for developing and implementing similar project can apply jointly but they must have legal agreement among them where one company needs to be leading partner. Leading partner needs to fulfill all conditions mentioned in this EOI.</p>			
13.	Other Details	<p>The EOI shall be submitted in sealed envelope, book binding with proper page number, index & delivered to the address of the undersigned and clearly marked 'Expressions of Interest (EOI) for selection of IT firm/ Company' should be submitted to Project Director (Additional Secretary), Tottho Apa: Empowering Women Through ICT Towards Digital Bangladesh Project (2nd phase), Jatiyo Mohila Sangstha, 145, New Baily Road, Dhaka.</p>			
14.	Ref No	Phasing of Services	Location	Indicative Start Date (Month/Year)	Indicative Completion Date (Month/Year)
		No Phasing			
15.	Name of Official Inviting Expressions of Interest (EOI)		Mina Parveen		
16.	Designation of Official Inviting Expressions of Interest		Project Director, (Additional Secretary), Tottho Apa: Empowering Women Through ICT Towards Digital Bangladesh Project (2 nd phase)		
17.	Address of Official Inviting the Expressions of Interest		Tottho Apa: Empowering Women Through ICT Towards Digital Bangladesh Project (2 nd phase) Jatiyo Mohila Sangstha 145, New Baily Road, Dhaka		
18.	Contact details of Official Inviting the Expressions of Interest		Tel: +88028332136, E-mail: pd@totthoapa.gov.bd		
19.	The Procuring entity reserves the right to accept or reject any or all EOIs without assigning any reason whatsoever thereof.				

 25.7.18
Mina Parveen

Project Director (Additional Secretary)
Tottho Apa: Empowering Women Through ICT
Towards Digital Bangladesh Project (2nd phase)
Phone: 02-8332136