

Government of the People's Republic of Bangladesh

Fire Service and Civil Defence Directorate

38-46, Kazi Alauddin Road, Dhaka-1000.


(EOI No. 1)

Request for Expression of Interest (EOI) for Selections of Firm/Company for Providing Support Staff

Fire Service and Civil Defence Directorate invites Expression of Interest (EOI) from well established and reputed firms/companies to provide services of Weightlifter, Cooks, Assistant Cooks and Cleaners which will run by Fire Service and Civil Defence Directorate. The nature of services to be procured will be purely on temporary basis. The responsibility of human resources assigned to the above posts will lie exclusively with the agency and in any condition or circumstances the human resources deployed for the services will not have the right to claim for their services to make it permanent or extend facilities during their services.

1.	Ministry	Security Services Division, Ministry of Home Affairs.
2.	Agency	Fire Service and Civil Defence Directorate
3.	Name of Procuring Entity	Director General, Fire Service and Civil Defence Directorate
4.	Expression of Interest for selection of	Firm/Company to provide the services of Weightlifter, Cook, assistant cook and cleaners
5.	EOI Ref No.	58.03.0000.002.11.008.2020- 12095
6.	Date	11.10.2020
KEY INFORMATION		
7.	Procurement Method	Selection under a Fixed Budget
FUNDING INFORMATION		
8.	Budget and Source of Funds	Government of Bangladesh (GOB) under Revenue Budget
PARTICULAR INFORMATION		
9.	EOI Closing Date & Time	28.10.2020 at 12:15 pm. In the Tender box to be kept in front of the office of Director (Admin & Finance), 1 st floor.
INFORMATION FOR APPLICANT		
10.	Brief Description of the Assignment	The selected firm/company will be engaged to provide services for the post of Weightlifter, Cooks, Assistant Cooks, Cleaners of Fire Service and Civil Defence. The firm should have the ability to deploy (a) Weightlifter (b) Cooks (c) Assistant cooks (d) Cleaners for 02 (two) years.
11.	Experience, Resources and Delivery capacity Required.	1. The firm/company- (a) Must have registration from any government-authorized body or authority and properly constituted managing body with clearly defined rules & responsibilities for office bearers. (b) Must have permanent office at Dhaka & management set-up for the service wanted. (c) Must have capability of maintaining highest confidentiality & ability to comply with government standards. (d) Must have at least 5(five) years overall experiences and 3 (three) years of specific experiences in supplying quality manpower (staff in G.O's / NGO's). 2. The remaining terms and conditions will be mentioned in the Tender Schedule.

12.	Other details	(a) The contract duration will be of 24 months from the date of contract. (b) Mode of payment: Payment will be made on the basis of existing Government rules. The assignment is phased as financial year basis of existing Government rules.
PROCURING ENTITY DETAILS		
13.	Name of Official Inviting EOI	MD. Habibur Rahman
14.	Designation of Official Inviting EOI	Director (Admin & Finance)
15.	Address of Official Inviting EOI	38-46, Kazi Alauddin Road, Dhaka-1000.
16.	Contact details of Official Inviting EOI	Telephone No: 02 9557733
17.	The Procuring Entity reserves the right to accept or reject any or all the EOI(s) without assigning any reasons whatsoever.	


 08.10.2020
 Md. Habibur Rahman
 Director (Admin & Finance)