

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
বাংলাদেশ রিজিওনাল কানেক্টিভিটি প্রকল্প-১
বাণিজ্য মন্ত্রণালয়
প্রবাসী কল্যাণ ভবন
৭১-৭২, ইস্কাটন গার্ডেন রোড, ঢাকা-১০০০।



স্মারক নং-২৬.০০.০০০০.০৬৬.১১.০০৩.১৮-২৪৬

তারিখ: ১৩/০৮/২০২০খ্রি:

বিষয়: আগ্রহব্যক্তকরণের অনুরোধ সম্বলিত বিজ্ঞপ্তি প্রকাশ প্রসঙ্গে।

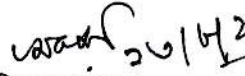
প্রাপক,

- ১। Manager (Ad), The Daily Star, 64-65, Kazi Nazrul Islam Avenue, Dhaka-1215.
- ২। ম্যানেজার (বিজ্ঞাপন), দি দৈনিক যুগান্তর, প্রগতি সরণি, বারিধারা, ঢাকা।

উপরোক্ত বিষয়ে বাণিজ্য মন্ত্রণালয়স্বাধীন বাংলাদেশ রিজিওনাল কানেক্টিভিটি প্রকল্পের আওতায় একজন পরামর্শক (Project Manager) নিয়োগের আগ্রহব্যক্তকরণের অনুরোধ সম্বলিত বিজ্ঞপ্তি আপনার বহল প্রচারিত পত্রিকার ভিতরের পাতায় সাদা কালো সর্বোচ্চ তিন কলামের ৯.০ ইঞ্চি সাইজে আগামী ১৫/০৮/২০২০ তারিখের মধ্যে প্রকাশ করার জন্য আপনাকে বিশেষভাবে অনুরোধ করা হলো।

বিজ্ঞপ্তি প্রকাশের ৭ (সাত) দিনের মধ্যে প্রকাশিত বিজ্ঞপ্তির ২ কপি পত্রিকাসহ বিল দাখিল করার জন্য অনুরোধ করা হলো।

সংযুক্তি: বর্ণনামোতাবেক।


মোঃ মিজানুর রহমান
প্রকল্প পরিচালক (যুগ্ম সচিব)
বাংলাদেশ রিজিওনাল কানেক্টিভিটি প্রকল্প-১
বাণিজ্য মন্ত্রণালয়
ফোন: ৫৫১৩৮০২২

অনুলিপি সদয় অবগতি ও পরবর্তী ব্যবস্থা গ্রহণের জন্যঃ

- ১। মহাপরিচালক, ডব্লিউটিও সেল, বাণিজ্য মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা-১০০০।
- ২। মহাপরিচালক, সিপিটিইউ, আইএমই বিভাগ, পরিকল্পনা মন্ত্রণালয়, শের-ই-বাংলা নগর, ঢাকা (ওয়েব সাইটে প্রকাশের অনুরোধসহ)।
- ৩। সচিব মহোদয়ের একান্ত সচিব, বাণিজ্য মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা-১০০০।
- ৪। সহকারী প্রোগ্রামার, আইসিটি শাখা, বাণিজ্য মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা-১০০০ (ওয়েব সাইটে প্রকাশের অনুরোধসহ)।
- ৫। ডাটা ম্যানেজমেন্ট কনসালটেন্ট, বিআরসিপি-১, বাণিজ্য মন্ত্রণালয়, ঢাকা-১০০০ (ওয়েব সাইটে প্রকাশের অনুরোধসহ)।
- ৬। অফিস কপি।

Government of the People's Republic of Bangladesh
Bangladesh Regional Connectivity Project-1
WTO Cell, Ministry of Commerce
Level-12 (West Side), Probashi Kollayn Bhaban
71-72, Eskaton Garden Road, Dhaka-1000.

Request for Expression of Interest (Individual Consultant)

Memo No: 26.00.0000.000.14.001.18-245

Dated: 13/08/2020

The People's Republic of Bangladesh has received an USD 8.0 million Credit from the International Development Association (IDA) - a member of the World Bank Group- for financing the cost of the Bangladesh Regional Connectivity Project-1: MoC Component, being implemented by the WTO Cell under the Ministry of Commerce and intends to apply part of the proceeds for procuring the Individual consultancy services of following position for its Project Implementation Unit (PIU).

BRCP-1 MOC now invites eligible Consultants to indicate their interest in providing the services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. Details of the qualification requirements and responsibilities are available in TOR:

Position and No.	Education	Experiences	Major Responsibilities
Project Manager (01)	Post Graduate degree from any recognized university; Candidates having higher degrees will get preference.	A minimum 15 (Fifteen) years of progressively responsible experience at national and international levels in advisory and managerial positions. Experience with World Bank or ADB funded project will be given preference.	Establish and maintain close working relationship with the PD, World Bank and other stakeholders of the projects, maintain a functional linkage with the concerned Agencies to facilitate and enhance application of available resources towards project goals.

The attention of interested Consultants is drawn to paragraphs 3.14 to 3.18 of the World Bank Group's Procurement Regulations for IPF Borrowers, Procurement in Investment Project Financing, Goods, Works, Non-Consulting and Consulting Services July 2016 ("Procurement Regulations"), setting forth the World Bank Group's policy on conflict of interest. A consultant will be selected in accordance with procedures for recruiting Individual Consultants set out in the Procurement Regulations. A copy of the terms of reference (TOR) and necessary forms of the assignment may be obtained from the address below during 09:00 to 17:00 hours or downloaded from the Ministry of Commerce website at: www.mincom.gov.bd. and www.brcp-1.gov.bd EOI shall be submitted on or before 02/09/2020 at 12:00 noon in sealed envelope delivered to the undersigned. Necessary documents in support of educational qualifications and experience and skills shall have to be attached with application. Candidates who are working in the government/semi-government organization, requested to apply through proper channel/as per rules.

The authority reserves the right to accept or reject any or all EOIs without assigning any reason, whatsoever.


Md. Mijanur Rahman
Project Director (Joint Secretary)
Email: pdbrcp1moc@gmail.com

Terms of Reference

BANGLADESH REGIONAL CONNECTIVITY PROJECT -1 (P154580)

PROJECT MANAGER (BRCP-SD5)

1. INTRODUCTION AND BACKGROUND

The Government of The People's Republic of Bangladesh has received an SDR 150 million Credit from the International Development Association (IDA) – a member of the World Bank Group – for financing the cost of the *Bangladesh Regional Connectivity Project 1* (BRCP-1), being jointly implemented by the Bangladesh Land Port Authority (BLPA), National Board of Revenue (NBR) and Ministry of Commerce. Now the Bangladesh Regional Connectivity Project 1, Ministry of Commerce (MOC) intends to apply part of the IDA Credit for procuring the services of a Project Manager for its Project Implementation Unit (PIU).

The Project Development Objective is to improve conditions for trade through improving connectivity, reducing logistics bottlenecks and supporting the adoption of modern approaches to border management and trade facilitation.

The Project consists of three (3) major components of which the below component will be implemented by MOC:

Component 2: Enhance trade sector coordination and economic empowerment and opportunities in trade for women is further sub-divided into the following 3 sub-components:

Component 2a: Develop (pilot) programs to support female traders and entrepreneurs. This component will pilot activities to help address barriers to women becoming more integrated into regional and global supply chains and trading opportunities.

Component 2b: Capacity Development Support for the National Trade and Transport Facilitation Committee. The inter-ministerial National Trade and Transport Facilitation Committee (NTTFC) has been set up during the preparation of the proposed Project to coordinate all trade and transport-related policies and activities in Bangladesh, and will also serve as the Advisory Committee for the Project.

Component 2c: Improvements to Bangladesh Trade Portal and setting up a National Enquiry Point for Trade. The Bangladesh Trade Portal (BTP) was launched in March 2016. This component will support further enhancements to the BTP to expand its functionality to include information of relevance to potential Bangladesh exporters and to ensure that content is kept up to date. This component will also set up the National Enquiry Point for Trade, which will help Bangladesh to meet a key requirement of WTO Trade Facilitation Agreement.

2. OBJECTIVE

The objective of the assignment is to provide technical backstopping to the Project Implementation Unit (PIU) and other implementing agencies related to the Project in conducting their activities and to support the Project Director in day-to-day management of the PIU. As one of the key senior staffs of the project, the Project Manager will ensure effective implementation of project plan and to assess the impact, effectiveness and relevance of the project interventions according to the Financing Agreement signed between GOB and the World Bank and the approved TPP.

3. SCOPE OF SERVICES

- Establish and maintain close working relationship with the project director, PIU staff, World Bank and other stakeholders of the project, maintain a close functional linkage with the concerned Ministries/Agencies to facilitate and enhance application of available resources towards project goals. Also maintain close communication with other similar project activities.



- Support the Project Director to provide secretarial services to the NTTFC and its Working Groups.
- Support the Project Director in arranging NTTFC and PSC meetings as per requirement of the project.
- Provide technical backstopping to PIU, and other implementing agencies to conduct activities according to the Financing Agreement signed between GOB and the World Bank and the approved TPP.
- Guide and support the NTTFC and PIU to ensure timely utilization of resources through approved budgets and with observance of appropriate financial and budgetary controls.
- Provide guidance, based on program strategic requirements, on resource allocation, and identify opportunities for efficiencies.
- Promote broad inter-institutional collaboration and networking of expertise.
- Prepare progress reports, project performance evaluation reports, and project completion report.
- Ensure timely recruitment of project staff for stipulated positions following prevailing rules and regulations for such appointment.
- Work with PIU staff and Project Director to ensure timely procurement and implementation of studies and activities required by the project.
- Prepare reports on project activities and progress to send to the World Bank, IMED, Finance Division, Planning Commission and other institutions as per the requirement of the project.
- Manage the project team to deliver quality output with focus on results.
- Support the Project Director in day-to-day office management of the PIU.
- Perform as the Coordinator of the Project and organize Project Steering Committee (PSC) meetings and other review meetings as per requirement of the Project.
- Support the development of a knowledge management system in coordination with the PIU and Project Directors of the other Project Components.
- Support the Project Director to prepare all kinds of project workplans, progress reports and any other reports and support follow-up on the implementation of decisions taken.
- Provide technical advice to the project team to build and strengthen partnerships and coordination among the implementing agencies, Ministries, development partners and other stakeholders, as well as facilitating communication and exchange of lessons learned and good practices.
- Assess the impact, effectiveness and relevance of project interventions through field visits and highlight achievements, progress and challenges through impact and results-driven reports.
- Be responsible for quality assurance of technical deliverables from experts/consultants, vendors, implementing partners and project staff, and provide them with substantive feedback and guidance.
- Support the Project Director to share program results and outputs, lessons learned and good practices with other programs, projects, government agencies, development partners, etc.
- Carry out any other relevant duties and responsibilities as requested by the Project Director.

4. DURATION

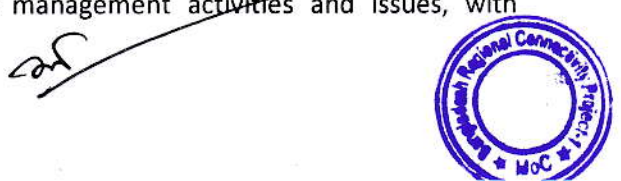
Duration of the consultancy services would be for 27 (twenty seven) months. However, the duration of the assignment may be extended or reduced according to the project needs and budget.

5. INSTITUTIONAL ARRANGEMENT:

The Consultant will work under direct control of the Project Director. The Consultant will report directly to the Project Director with close collaboration with other officials of the Project. The Consultant shall be accountable to the Project Director for his/her day to day activities.

6. REPORTING OBLIGATIONS:

The Project Manager will be responsible to the Project Director (PD) for discharging all project management functions. He/she will assist the PD to prepare workplans, progress reports and any other reports and support the follow-up on the implementation of the decisions taken. He/she will submit a monthly report on project implementation and project management activities and issues, with



recommended follow-on actions. Each monthly report will be submitted within the first seven days of the following calendar month.

7. EDUCATION AND EXPERIENCE

- Post Graduate degree from reputed and recognized university. Candidates having higher degrees will get preference.
- Professional certification/qualification in Project Management from recognized institute will have an added advantage.
- A minimum 15 (fifteen) years of progressively responsible experience at national or international levels in advisory and managerial positions.
- Proven experience in working with development project / program and good understanding of donor-assisted projects. Experience with WB or ADB projects will be given preference.
- Fluency in English, and good communications skills in both writing and speaking is desirable.
- Hands-on experience in facilitating inter-institutional cooperation, stakeholder involvement and working with teams in a joint-program environment.
- Strong team building and motivational skills including communication skills in presenting, discussing and resolving difficult issues.
- Expert level proficiency in full MS Office productive suite and strong analytical background.

8. SELECTION METHOD

Selection of the Project Manager will follow the procedures for selecting Individual Consultants described in the World Bank's Procurement Regulation for IPF Borrowers, July 2016.



Application Forms

Form A : Application Submission Form

Form B : CV of the Applicant

Form C : Remuneration and Reimbursable

25



Form A. Application Submission

[Location: dd/mm/yy]

To:

The Project Director
Bangladesh Regional Connectivity Project-1
WTO Cell, Ministry of Commerce
Level-12 (West side), Probasi Kollayan Bhaban
71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000

Dear Sirs:

I am hereby submitting my Application to provide the consulting Services for **Project Manager** in strict accordance with your Request for Application dated 13-08-2020.

I declare that I was not associated, nor have been associated in the past, directly or indirectly, with a Consultant or any other entity that has prepared the design, specifications and others documents in accordance with this procurement.

I further declare that I have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices.

I undertake, if I am selected, to commence the consulting Services for the assignment not later than 01-10-2020

I understand that you are not bound to accept any Application that you may receive.

I remain,

Yours sincerely,

Signature

Print name

Address:

Tel:



Attachment:

Form B. Curriculum Vitae (CV) of the Applicant

1	PROPOSED POSITION FOR THIS PROJECT :	<i>[From the Terms of Reference, state the position for which the Consultant will be engaged.]</i>			
2	NAME OF PERSON :	<i>[state full name]</i>			
3	DATE OF BIRTH :	<i>[dd/mm/yy]</i>			
4	NATIONALITY :				
5	MEMBERSHIP IN PROFESSIONAL SOCIETIES	<i>[state rank and name of society and year of attaining that rank].</i>			
6	EDUCATION	<i>[list all the colleges/universities which the Applicant attended, stating degrees obtained, and dates, and list any other specialised education of the Applicant].</i>			
7	OTHER TRAINING	<i>[indicate significant training since degrees under EDUCATION were obtained, which is pertinent to the proposed tasks of the Consultant].</i>			
8	LANGUAGES & DEGREE OF PROFICIENCY	<u>Language</u> e.g. English	<u>Speaking</u> Fluent	<u>Reading</u> Excellent	<u>Writing</u> Excellent
9	COUNTRIES OF WORK EXPERIENCE				
10	EMPLOYMENT RECORD <i>[starting with present position list in reverse order [every employment held and state the start and end dates of each employment]</i>	<i>[The Applicant should clearly distinguish whether as an "employee" of the firm or as a "Consultant" or "Advisor" of the firm].</i> <i>[The Applicant should clearly indicate the Position held and give a brief description of the duties in which the Applicant was involved].</i>			
	EMPLOYER 1	FROM: [e.g. January 1999]	TO: [e.g. December 2001]		
	EMPLOYER 2	FROM:	TO:		
	EMPLOYER 3	FROM:	TO:		
	EMPLOYER 4 (etc)	FROM:	TO:		

[Handwritten signature]



11	WORK UNDERTAKEN THAT BEST ILLUSTRATES THE CAPABILITY TO HANDLE THIS ASSIGNMENT	<i>[give an outline of experience and training most pertinent to tasks on this assignment, with degree of responsibility held. Use about half of a page A4].</i>
12	COMPUTER SKILL	

CERTIFICATION
[Do not amend this Certification].

I, the undersigned, certify that (i) I was not a former employee of the Client immediately before the submission of this proposal, and (ii) to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Signature			
Print name			
Date of Signing			
dd / mm / yyyy			

[Handwritten signature]



Form C. Indicative Remuneration & Expenses

The Consultant should provide an indication of the remuneration as per the format shown below.

(1) Remuneration

Rate (per month / day / hour in Tk)	Staff Time (No. month / day / hour)	Total (Tk)

Note: A month consists of 30 calendar days.

(2) Reimbursable (as applicable)

	Rate per unit	Total unit	Total Amount (Tk)
(a) Per Diem Allowance			
(b) Air Travel Costs			
(c) Other Travel Costs (state mode of travel)			
(d) Communication charges			
(e) Reproduction of Reports			
(f) Other Expenses (to be listed)			
		Sub-total	

CONTRACT CEILING (1) + (2)	
----------------------------	--

[Handwritten Signature]

