

Government of the People's Republic of Bangladesh

Office of the Registrar of Joint Stock Companies and Firms
1 Kawran Bazar, TCB Bhaban (6th floor), Dhaka - 1215

Request for Expressions of Interest

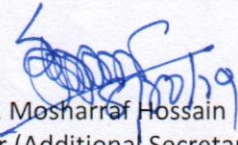
Memo. 26.06.0000.004.01.001-17/ 601

Date: 04/10/2017

Government of the People's Republic of Bangladesh		
1	Ministry/Division	Ministry of Commerce
2	Agency	Registrar of Joint Stock Companies and Firms (RJSC)
3	Procuring Entity Name	RJSC
4	Procuring Entity Code	Not used
5	Procuring Entity District	Dhaka
6	Expression of Interest for selection of	IT Enable Service (ITES) Provider
7	EOI Ref. No	Memo. 26.06.0000.004.01.001-17/ 601
8	Date	04 October 2017
KEY INFORMATION		
9	Selection Method	Selection under Fixed Budget (SFB)
FUNDING INFORMATION		
10	Budget and Source of funds	GOB
11	Development Partners	None
PARTICULAR INFORMATION		
12	Project/ Programme Code	Not used
13	Project/ Programme Name	IT Enable Service for Digitization and Integration of the Historical Paper Based Records with the RJSC Computerized Application in Operation
14	EOI Closing Date and time	22 October 2017, 3:00 P.M
15	EOI receiving date and time	EOI must be submitted at or before 22 October 2017, 3:00 P.M in sealed envelope from the date of EOI publication
16	EOI opening date and time	22 October 2017, 4:00 P.M
INFORMATION FOR APPLICANT		
17	Brief Description of Assignment	In order to automate its business processes, RJSC developed and implemented a computerized application (digital system) in March 2009. To get full benefit of the digital system, the paper based historical records of its business processes need to be digitized. RJSC thus has decided to digitize the paper based records and integrate them with the digital system in operation by engaging an IT Firm. The firm would provide "IT Enable Service for digitization and Integration of the Historical Paper Based Records with the RJSC Computerized Application in Operation". Detail TOR will be provided with the RFP to the short listed Firms.
18	Experience, Resources, & Delivery Capacity Required	Interested national Firms having 10 years of experience in providing IT service for development & implementation of computerized applications for digitization, and digitization & integration of historical records are hereby invited to submit Expression of Interest (EOI) documents as under indicating their desire and competence in providing the required service. (a) brochures summarizing Applicant's facilities and areas of expertise; (b) descriptions of similar assignments (during last 10 years); (c) experience in similar operating conditions;

		<p>(d) availability of appropriate experience and professional qualifications among Applicant's staff,</p> <p>(e) management strength,</p> <p>(f) Bank solvency with credit facilities/ liquid assets of minimum Tk 4.00 crore (four crore)</p> <p>(g) Shall have specific experience of computerized application development/implementation, digitization & integration of digitized historical records with the computerized application in any govt. entity having minimum contract value of BDT 3.0 crore (three crore) in a single contract completed in last 10 years.</p> <p>The firm must be a registered company in Bangladesh and shall submit duly attested copy of valid Trade license, Certificate of incorporation, Income tax certificate, VAT registration, Financial turnover documents of the year ending 2012, 2013, 2014, 2015 & 2016, Bank solvency certificate and BASIS membership certificate;</p> <p>The Firm shall submit 6 sets (1 original plus 5 copies) of the Expression of Interest (EOI) documents to the address below in sealed envelope on or before the date and time aforementioned</p>
19	Other details (if applicable)	N/A
20	Association with foreign firm	N/A
21	Phasing of Services	N/A
PROCURING ENTITY DETAILS		
22	Name, Designation, Address and Contact details of official inviting EOI	<p><i>Md. Mosharraf Hossain, Registrar</i></p> <p>Joint Stock Companies and Firms, Ministry of Commerce, GOB</p> <p>1 Kawran Bazar, TCB Bhaban (6th floor), Conference Room, Dhaka 1215</p> <p>Tel: 02 8189401, Fax: 02 8189402</p>

The procuring entity reserves the right to accept or reject all EOI submissions


 Md. Mosharraf Hossain
 Registrar (Additional Secretary)