

Government of the People's Republic of Bangladesh
Local Government Engineering Department
Rural Employment and Road Maintenance Programme-3 (RERMP-3)
Agargaon, Sher-e-Bangla Nagar, Dhaka-1207.

Memo No.: 46.02.0000.969.18.001.19-175

Date: 14/03/2022

Sub: Minutes of the Pre-proposal Meeting of the short-listed NGOs of package RERMP-3/S-2/Z-07 and package RERMP-3/S-2/Z-08 under Capacity Development of Selected Destitute Women Crews under Rural Employment and Road Maintenance Programme-3 (RERMP-3).

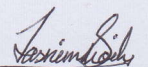
A Pre-Proposal Meeting of the short-listed NGOs of package RERMP-3/S-2/Z-07 and package RERMP-3/S-2/Z-08 under Capacity Development of Selected Destitute Women Crews under Rural Employment and Road Maintenance Programme-3 (RERMP-3) chaired by Salma Shahid, Project Director, RERMP-3 was held on 10/03/2022 at 03.00 PM in the office of the Project Director, RERMP-3 (level-10) of LGED. The list of participants who attended the meeting is attached in Annexure-1.

At the outset of the conference, the Chairperson welcomed all the participants and said that the main objective of the conference was to clarify different points on proposal preparation. She added that the ITC clause no 54.1 will be replaced by "The amount of performance Security shall be 3% (Three percent) of the Contract Price." She also mentioned the following amendments -

- In Proposal Data Sheet ITC clause no 21.1 (c), "submission of Assignment Completion Certificate is not compulsory"
- In TOR article-8.2 Position: Training Supervisor, "maximum age limit for the Training Supervisor is 50 (fifty) years".

Then she invited all the participants to express their views on the terms and conditions of the Proposal Document or any other query. After that the floor was opened for general discussion:

Sl no.	Name of the NGO that raised query/issue	Query/ Issue	Decision
1	ASHRAI	Can the budget be increased and if so then to what extent?	The procurement will be done following Fixed Budget Selection method. As per the issued RFP, the budget is fixed.
2	Bangladesh Development Service Center (BDSC)	What is the amount of advance payment?	Advance payment is not applicable here.


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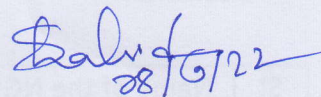


3	Voluntary Organization for Social Development (VOSD)	Do the CVs of Non-key staffs need to be submitted?	The NGOs have to submit the CVs of Non-key staff as mentioned in the TOR.
		When will the project activities start?	As per the issued RFP, the expected commencement time is April, 2022.
4	VOSD/ ASHRAI	Is it needed to break up the budget?	The Financial Proposal Form provided in the RFP must be followed. Only the service charge needs to be quoted by the NGO.
		Can lunch or snack items be included in the budget for training?	
5	Chetona Manobik Unnayan Sangstha	How many NGOs will work in one place?	In each zone, only 1 (one) NGO/ JV of NGOs will be selected.
6	MANUS	Should certificates be attached with the CV?	It is not compulsory.
7	Resource Integration Centre (RIC)	Is the Team Leader assigned for 6 (six) months?	The assignment period for Team Leader will be as mentioned in the TOR.

At this stage in addition to the above issues, the Project Director requested all the participants to take care of the following issues-

- All legal documents including NGO Bureau Certificate, TIN Certificate, VAT Certificate have to be provided(for both lead and partner NGO)
- Form 5A2 Consultant's Organization and Experience has to be filled carefully
- Approach methodology, work plan, work schedule, starting schedule, organization & staffing schedule, CV formats have to be prepared carefully
- In Form 5A1 (page no-52), Para no-4, ITC Sub Clause 56.1 will be replaced by ITC Sub Clause 58.1

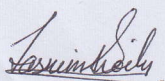
As there was no other points for discussion, the conference ended with vote of thanks from the chair.



(Salma Shahid)
Project Director
RERMP - 3, LGED

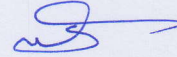
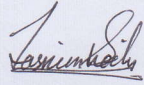
Distribution:

- Chief Engineer, LGED, Agargaon, Dhaka.
- Additional Chief Engineer (Implementation), LGED, Agargaon, Dhaka.
- ASHRAI, Pakuria (West side of Baya Mor) PO. Paba, Upazila: Paba, Rajshahi-6210.


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- BEDO, Apt # D-2, Rahman Lucid Tower 1913 Kakrail, Dhaka.
- Local Idea For Empowerment (LIFE), 311/1-B, Lalbag Road, Dhaka-1211.
- Bangladesh Development Service Center (BDSC), House # 298, Road # 2, Baitun Aman Housing Society, Adabar, Shyamoli, Dhaka-1207.
- Resource Integration Centre (RIC), House # 88/A/KA, Road # 7/A, Dhanmondi, Dhaka-1209.
- Chetona Manobik Unnayan Sangstha, Khatal Bagicha, Gabtolamore, Chapainawabganj-6300.
- Jatiya Manob Kalyan Mission (JMKM), 43/A, Narinda Road (5th floor), Thana-Wari, Dhaka-1100.
- Sheba Manab Kallyan Kendra (SMKK), House # Ka-59, (3rd floor) Nadda Bazar, North Baridhara, Gulshan, Dhaka-1212.
- Voluntary Organization for Social Development (VOSD), 8/8, Lalmatia, Block-A, Dhaka-1207, Bangladesh.
- Madaripur Nari Unnayan Sangstha (MANUS), Mommadpur, Dhaka
- Bangladesh Palli O Jubo Unnayan Samaj, 108 Lalbag Road, Dhaka-1211, Bangladesh.

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