

Expression of Interest Forms for SCRDP

1. Form 1. Letter of "Expression of Interest"
2. Form -2A. Company Profile
 - 2A-1 Firm's Information
 - 2A-2 Summary of JVCA
3. Form -2B. JVCA Agreement
4. Form -3. General Experience Record
5. Form -4. Relevant Experience Record
6. Form -5. Available Experts
7. Form -6. Financial Capacity

Letter of "Expression of Interest"

[Letter head paper of the Applicant or JVCA, including full postal address, telephone no. and fax no.]

Date:

To:

XXXX

Address:

XX

Dhaka-

Bangladesh

Phone: +8800XXXXXXX

Fax: +880XXXXXX

Email: XXXXXXXX@XXXXXX

Sir,

1. Being duly authorized to represent and act on behalf of(hereinafter referred to as "the Applicant"), and having reviewed and fully understood all of the information provided in Request for Expression of Interest, the undersigned hereby expresses its interest in and applies to be short-listed by yourselves as a submitter of proposal for the "Design Supervision and Management consulting services" for Southern Chattogram Regional Development Project (SCRDP)
2. Attached to this Expression of Interest are copies of original documents defining:
 - (a) the Applicant's legal status; and
 - (b) the place of incorporation/ organization/ institution (for applicants who are corporations/ organizations/ institutes). or the place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms).
3. Project Director. SCRDP, Local Government Engineering Department (LGED) and their authorized representatives ("the Representative of LGED") are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this Expression of Interest, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Expression of Interest will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information. to provide such information deemed necessary and as requested by LGED to verify statements and information provided in this Expression of Interest, such as the human resources, experience. and competence of the Applicant.
4. The Representative of LGED may contact the following persons for further information.

Experience inquiries	
Contact	Telephone
Personnel inquiries	
Contact	Telephone
Financial inquiries	
Contact	Telephone

5. This Expression of Interest is made with the full understanding that:
 - (a) All information submitted in this Expression of Interest for qualification and selection for short-listing will be subject to verification at the time of submitting proposal by short-listed applicants;
 - (b) The Representative of LGED reserves the right to reject or accept any application. cancel the qualification and selection for short-listing process at any stage, and

reject all applications;

(c) The Representative of LGED shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for them.

6. We confirm that if we submit a proposal, that proposal. as well as any resulting contract. will be:
- Signed so as to legally bind all partners, jointly and severally: and
 - Submitted with a JVCA agreement providing the joint and several liabilities of all partners in the event the contract is awarded to us.

[Note A: By declaration of the para 6 above, the lead partner and the other partner (experiences, technical and financial capacity) will be jointly evaluated. The sub-contracted firm is not subject of evaluation.]

7. The undersigned of declaration on the statements made and the information provided in this Expression of Interest are complete, true, and correct in every detail.

Signed Name	Signed Name
For and on behalf of (name of Applicant or JVCA)	For and on behalf of (name of partner)

Signed Name	Signed Name
For and on behalf of (name of partner)	For and on behalf of (name of partner)

Applicants who are not JVCA should delete para 6 and initial the deletion.

EXPRESSION OF INTEREST: Company Profile

[Note B: All individual firms and each partner of a JVCA applying for short-listing are requested to provide following information in this form. Nationality information should be provided for all owners or applicants who are partnerships or individually-owned firms. Summary of JVCA should be provided, if applicable.]

2A-1a Firm's Information

	Name of firm	
	Head office address	
	Telephone	Contact (Name, position)
	Fax	
	Place of incorporation /registration	Year of incorporation / registration

2A-1b Firm's Information (Ownership & Nationality)

Nationality of the Owner		
Name		Nationality
1		
2		
3		
4		
5		

2A-2 Summary of JVCA

Names of all partners of JVCA	
Lead partner	
Partner	
Partner	

Expression of Interest: JVCA Agreement

To:
XXXX
Address:
XX
Dhaka-
Bangladesh
Phone: +8800XXXXXXX
Fax: +880XXXXXX
Email: XXXXXXXX@XXXXXX

The undersigned of this declaration of cooperation are authorized to act with regard to the Expression of Interest in the consulting services for Southern Chattogram Regional development Project (SCRDP) on behalf of their organizations.

They hereby declare:

that they will legalize a JVCA Agreement in case that a consulting services Contract indicated in the Request for Expression of Interest for consulting services for Southern Chattogram Regional development Project (SCRDP) (the Contract) is awarded to their group;

1. that they have nominated [name of the lead partner] as the Sponsor Firm of the group for the purpose of this Expression of Interest;
2. that they authorized Mr./Ms..... [name of the person who is authorized to act as the Representative on behalf of the JVCA] to act as the Representative in the name and on behalf of their group for the purpose of this Expression of Interest.
3. that all partners of the JVCA shall be liable jointly and severally for the execution of the Contract;
4. that this JVCA is an association constituted for the purpose of providing consulting services under the Contract;
5. that each and every partner to this JVCA shall provide at least one expert for the contract period in any one of the required areas of expertise;
6. that this JVCA should be post-disqualified in case the JVCA should breach the agreement in respect of item 5 above when submitting a Proposal;

7. if the Representative of LGED accepts the Proposal of this JVCA, it shall not modify the composition or constitution of the JVCA formed and proposed in the Proposal until the completion of Contract without the prior consent of the Representative of LGED:

Names and positions of the proposed JVCA Representatives. as well as organization's names and addresses are:

1	Name:	Signature:
	Position:	Date:
	Representative of: (Organization's Name and address)	

2	Name:	Signature:
	Position:	Date:
	Representative of: (Organization's Name and address)	

3	Name:	Signature:
	Position:	Date:
	Representative of: (Organization's Name and address)	

EXPRESSION OF INTEREST: General Experience Record

[Note C: All individual firms and all partners of a JVCA are requested to provide information, in this form, of the general service contracts in last ten (10) years.

The value of the contract should be based on the currencies of the contracts converted into Bangladeshi Taka, at the date of substantial completion, or for current contracts at the time of award.]

C-1. Name of Applicant or Name of JVCA and name of the partner to provide information

C-2 General Experiences

Name of assignment	Country:
Duration (from month/year/to month/year)	Employer:
Contract status of the firm: Sole JVCA Subcontractor	Loan Yes No
Total contract amount:	Contract amount of the firm:
Total men-months of professional:	Men-months of professional provided by the firm:
Summary of the service:	

EXPRESSION OF INTEREST: Related Experience Record

{Note D: All individual firms and all partners of a JVCA are requested to provide information, in this form, of the similar service contracts in last ten (10) years. Major services must be related to urban infrastructure improvement and capacity development in the fields mentioned below:

- i. Definite Planning
- ii. Construction Management
- iii. Designing of Infrastructures (road, bridge, drainage/flood protection, water supply, solid waste management, township development, waste water Treatment, landfill etc.)
- iv. Environmental and Social Consideration
- v. Land Acquisition and Resettlement
- vi. Capacity Development
- vii. Procurement
- viii. Governance
- ix. Private Contracting

The value of the contract should be based on the currencies of the contracts converted into Bangladeshi Taka, at the date of substantial completion, or for current contracts at the time of award.

D-1. Name of Applicant or Name of JVCA and name of the partner to provide information

D-2 Similar Experiences

Name of assignment:	Country:
Duration (from month/year/to month/year)	Employer:
Contract status of the firm: Sole JVCA Subcontractor	Loan project: Yes No
Total contract amount:	contract amount of the firm:
Total men-months of professional:	Men-months of professional provided by the firm:
Summary of the service:	

EXPRESSION OF INTEREST: Available Experts

[Note E: The Applicant is requested to provide personnel information to be possibly assigned for the specified area mentioned in the followings:

Professional (A): International Experts (IE)

- i. Team Leader
- ii. Road and Bridge Engineer
- iii. Drainage/Flood Protection and Water Supply Engineer
- iv. Solid Waste Management Engineer
- v. Architect
- vi. Township Development Engineer
- vii. Private Contract Expert
- viii. Governance Expert
- ix. Environmental and Social Consideration Expert

Professional (B): Local Key Experts (LE)

- i. Deputy Team Leader
- ii. Structural Design Engineer (Road)
- iii. Structural Design Engineer (Bridge)
- iv. Structural Design Engineer (Drainage/Flood Protection)
- v. Structural Design Engineer (Water Supply)
- vi. Solid Waste Management Specialist
- vii. Wastewater Treatment Specialist
- viii. Township Development Specialist
- ix. Landfill Facility Specialist (Solid Waste Management)
- x. Landfill Facility Specialist (Township Development)
- xi. Environmental and Social Consideration Specialist
- xii. Resettlement Specialist
- xiii. Procurement Specialist
- xiv. Governance Specialist

No. of Expert /Engineer to be Available. At least one CV for each Expert position should be submitted. Please be noted that the CV is for reference purpose at this EOI stage and that there is no obligation to submit the same CV at the Request for Proposal stage.

Name of the firm (each firm of JV or JVCA)	International Experts/Local Key Experts	Expertise	Degree (Bachelor, Master, Doctor)	No. of Experts
(Example) ABC	International	Team Leader/Project Management	B.Sc. in Civil Engineering	2
DEF	International	Solid Waste Management/Collection and Transportation Specialist	B.Sc. in Civil Engineering	3
ABC	Local	Deputy Team Leader (Infrastructure)	B.Sc. in Civil Engineering	3

EXPRESSION OF INTEREST: Financial Capacity

[Note F: The Applicant or each partner of JVCA is requested to provide audited financial statement (balance sheet, income statement, and cash flow statement) in last five (5) years. The Applicant or each partner of JVCA is also requested to provide summary of financial information in the following form.]

For partner;

Financial information in Bangladesh Taka equivalent	Actual: previous years (use the accounting year of the applicant or partner)				
	Accounting Year	Accounting Year	Accounting Year	Accounting Year	Accounting year
1	2	3	4	5	6
I. Total assets					
2. Current assets					
3. Total liabilities					
4. Current liabilities					
5. Sales of which consulting services only (Turnover)					
6-I Gross Profits of the firm					
6-2. Gross Profits out of consulting services only					
7- I. Profits after taxes of the firm					
7-2. Profits after taxes from consulting services only					