



Innovation Design and Entrepreneurship Academy (iDEA) Project  
Bangladesh Computer Council  
Information and Communications Technology Division  
ICT Tower, Level-14, Agargaon, Dhaka 1207

**Request for Expression of Interest (EOI)**

1	Ministry/Division	Information and Communication Technology Division
2	Agency	Bangladesh Computer Council
3	Name of procuring entity	Project Director, Innovation Design and Entrepreneurship Academy Project
4	Procuring entity District	Dhaka
5	Expression of interest	Selection of Training Management Firm for Organization of Local Training Program.
6	EOI Ref. No.:	56.01.0000.024.25.107.19.197
7	Date (date/month/year)	29/12/2019

**KEY INFORMATION**

8	Procurement Method	Quality and Cost Based Selection (QCBS)
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**FUNDING INFORMATION**

9	Budget and source of funds	GoB
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**PARTICULAR INFORMATION**

10	Project Code	128-12801-224023000
11	Project Name	Innovation Design and Entrepreneurship Academy (iDEA) Project
12	EOI closing date and time	22/01/2020 at 02:00 pm


**INFORMATION FOR APPLICANT**

13	Brief Description of Assignment	<p>The Training Management Firm will be responsible for management of local short-term training, seminar, workshop, Boot camp etc. for of officers and young entrepreneurs of iDEA project in Dhaka, Chattagram, Cox's Bazar, Rajshahi, Bogura, Rangpur, Sylhet, Jashore, Khulna, Comilla etc. should be arranged through reputed training organizations/institutions.</p> <p><b>Area of Training:</b></p> <ul style="list-style-type: none"><li>• Basics of Entrepreneurship, Innovation &amp; Startups</li><li>• Prototyping/MVP, Startup Community, Market Analysis</li><li>• Funding &amp; Investment &amp; Pitching Skills, Startup Methodologies</li><li>• Business Analytics, Business Scalability development, Shares &amp; Market Skills</li><li>• Business Modeling, Sales &amp; Marketing Strategies, Tools &amp; Applications</li><li>• Management Skill development, HR &amp; Finance management, Accounting Management,</li><li>• Legal &amp; Policy, IP Patent and Copyright, Global Market, National Issues.</li></ul>
14	Experience, Resource & Delivery Capacity Required	<p>a. Minimum 05 (five) years of overall experience in organizing training/study tour/events management or similar activities under different ministries/division/autonomous bodies/ non-govt. organizations.</p> <p>b. Client list and Experience certificate (assigned appreciation letter of organization/ institution/ company worked for as claimed in experience).</p> <p>c. Evidence of successful implementation of at least 02 (Two) similar type training program worth 1,00,00,000 (One core) taka each for government/non-government organizations within a period of last 3 (three) years. Award, contract agreement and performance/completion certificate should be submitted.</p> <p>d. Evidence of permanent office (ownership document/rental deed) in Bangladesh.</p> <p>e. Reasonably acceptable organizational profile having adequate permanent manpower and other office equipment and logistic support (Detailed profile of permanent manpower needs to be submitted separately).</p> <p>f. Firm must have aggregate turnover of at least BDT 2 (two) crore in the last 03 (three) years.</p>
15	Other details	Interested firms are invited to provide information and produce documents indicating that they are competent to perform the services (brochures, description of similar assignments, experience in similar activities, trade license, VAT, income tax certificate, financial solvency certificate) etc..

**PROCUREMENT ENTITY DETAIL**

16	Name of the official inviting EOI	Syed Mojibul Huq (Additional Secretary)
17	Designation of the official inviting EOI	Project Director
18	Address of the official inviting EOI	ICT Tower (14th Floor), Agargaon, Sher-E-Bangla Nagar, Dhaka-1207, Bangladesh.
19	Contact details of the official inviting EOI	Tel: +880-2-55007016, Email: pdidea@bcc.gov.bd For details TOR visit <a href="http://www.startupbangladesh.gov.bd">www.startupbangladesh.gov.bd</a>

The procuring entity reserves the right to accept or reject any of the EOI and also to the procurement process at any stage without showing any cause.

  
29.12.19  
Syed Mojibul Huq (Additional Secretary)  
Project Director