



Comprehensive Disaster Management Programme (CDMP) Management Support Unit (MSU)

Disaster Management and Relief Bhaban (6th Floor), 92-93 Mohakhali C/A, Dhaka-1212, Bangladesh
Tel : +880 2 989 0937; 882 1255; 882 1459, Fax : +880 2 989 0854, Email : info@cdmp.org.bd; Web : www.cdmp.org.bd

Comprehensive Disaster Management Programme II (CDMP II)

Disaster Management and Relief Bhaban (6th floor), 92-93 Mohakhali C/A, Dhaka 1212, Bangladesh.
Tel: 9890937, 8821255, 8821459, Fax: 9890854, Website: www.cdmp.org.bd E-mail: info@cdmp.org.bd

Request for Expression of Interest (EOI)

Procurement entity name	Comprehensive Disaster Management Programme II (CDMP II) Disaster Management and Relief Bhaban (6th floor), 92-93 Mohakhali C/A, Dhaka 1212, Bangladesh.
Expression of interest for selection of	“Assessing the functionality of DMIC/ DMIN established in 64 Districts and 235 Upazilas under DMRD.” A consulting firm to conduct: <ul style="list-style-type: none"> - Assessing the functionality of DMICs and central level and district level under 64 Districts - Find the usability and functionality of DMIN established in and 235 Upazilas under DMRD
EOI Ref No. and date	BGD/01/004/CDMP/M&E/Outcome/5112 Dated: 28/04/2011
KEY INFORMATION	
Procurement method	(QCBS)
FUNDING INFORMATION	
Budget and source of funds	PA
PARTICULAR INFORMATION	
Project/program name	Comprehensive Disaster Management Programme II (CDMP II)
EOI closing date & time	29/05/2011
EOI opening date & time	30/05/2011 at 10.30 am
Name & address of the office for receiving & opening EOI	Comprehensive Disaster Management Programme II (CDMP II) Disaster Management and Relief Bhaban (6th floor), 92-93 Mohakhali C/A, Dhaka 1212, Bangladesh.
INFORMATION FOR APPLICANT	
Brief description of assignments	<ul style="list-style-type: none"> ▪ Review and assess the extent of achievements of the DMIC strategy – measuring current state against the set objectives and deliverables. ▪ Assess the state of equipment and software procured/developed and installed. ▪ Assess current status of the DMIN Portal. ▪ Survey the clients’ satisfaction in terms of the quality and usability of the information. ▪ Review the level of CPP strengthening. ▪ Devise strategic measures to expand the country’s disaster management and climate change adaptation information management and telecommunication. <p style="text-align: center;"><i>(Applicants must apply for all of above assignments)</i></p>
EXPERIENCE, PROFESSIONAL STAFF & DELIVERY CAPACITY REQUIRED	
General experience:	<ul style="list-style-type: none"> - Demonstrated knowledge and specialized expertise in Information and communication technology (ICT); information management system; certification on hardware/networking like: CCNA/ MCSA/ MCSD etc. and programming knowledge on PHP/ My SQL/ MS SQL etc. - Knowledge and expertise in common hardware and software used for network and Database management. - Working/consultancy experience in reviewing and developing complex information systems - Expertise in conducting social and technical assessment regarding ICT, preferably those that are related to the field of Disaster management, Climate change and Livelihood, - Experience with UN in conducting studies/surveys is an advantage
Specific experience:	<ul style="list-style-type: none"> - Proven experiences in carrying out assessments of ICT management systems, - Knowledge and expertise on email networking, - In-depth knowledge on research methodologies and have sufficient knowledge on common hardware and software uses with information and communication management systems. - Data acquisition, processing, repository and retrieval/dissemination - Hardware configurations with estimation of capacities; - Data Base Management System (DBMS) Software; Office systems and related hardware and software; Personal computers and associated software; - Communications networks required to link regional offices with the headquarters (as required) and local area networks required at the headquarters and regional offices;



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	<ul style="list-style-type: none"> - Finding the requirements for Internet connectivity; - To designing field information and Data collection tools, procedures and conducting field assessment - To Preparing the quality report on study / assessment. 		
Delivery capacity:	With in 4 weeks of completing the field survey		
Required documents:	Interested firm/individual should submit: <ul style="list-style-type: none"> - Company profile including summarized information on their activities and facilities - List of relevant professional staff along with competencies to be submitted along with the offer - Proven record of designing and conducting similar type of assessment/ study by the firm if any; - Financial capability related information 		
Other details:	- Further information may be obtained from procurement entities of CDMP on working days from 8.00 am to 4.30 pm; & in CDMP Website. -A shortlist of the interested firms will be made on the basis of submitted information and physical verification (if require)		
PROCURING ENTITY DETAIL			
Name/ Designation of official inviting EOI	National Project Director		
Address of official inviting EOI	Comprehensive Disaster Management Programme II (CDMP II) Disaster Management and Relief Bhaban (6th floor), 92-93 Mohakhali C/A, Dhaka 1212, Bangladesh.		
Contact details of official inviting EOI	Tel. No. 88-02-9890937	Fax No. 88-02-9890854	Website Address: www.cdmp.org.bd e-mail: info@cdmp.org.bd
The procuring entity reserves the right to accept or reject any or all EOI(s)			