



University Grants Commission of Bangladesh
Office of the Project Director
Higher Education Quality Enhancement Project
Dhaka Trade Centre (8th Floor)
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Ref: UGC/HEQEP/Procurement/S16/2010-143/ 1458

Dated: February 02, 2011

Request for Expression of Interest (REoI)
for
Selection of Consultant for Baseline Survey
(Service Package: S16)

1. The People's Republic of Bangladesh has received a credit (**IDA Credit No. 4544-BD**) amounting to about US\$ 81.0 million from the International Development Association (IDA) towards funding the cost of the Higher Education Quality Enhancement Project (HEQEP) being implemented by the University Grants Commission (UGC) of Bangladesh.
2. The UGC intends to apply part of the proceeds of this credit to payments under the contract for the Selection & Employment of a firm who will arrange and conduct Baseline Survey of Higher Education Quality Enhancement Project (HEQEP).
3. The Baseline Satisfaction Survey will involve four (4) different stages:
 - (a) University and Department / Institute: Sample universities and sample Department /institutions will be surveyed. Sample will be drawn from all eligible public and private universities in Bangladesh. This survey will be done using a specified questionnaire.
 - (b) Students: A certain class (preferable 3rd or 4th year or 5th to 6th semester) in each sample department/institution will be surveyed using a specified questionnaire.
 - (c) Faculty members: All the teachers in each sample department / institution will be surveyed through a combination of Focus Group Discussion (FGD) and a questionnaire based survey.
 - (d) Employers: Government and non-government agencies, companies, firms, NGOs and banks will be surveyed using a FGD method.
4. The potential Consultant must
 - (a) be a registered one in Bangladesh for at least five (5) years. In case of public or public autonomous or part of a public autonomous institution, proof of legal provisions for carrying out such external surveys and studies needs to be submitted.
 - (b) have experience in designing, developing and implementing surveys in educational institutions including universities, public and private agencies and employers' associations.
 - (c) have experience in designing, developing and implementing at least five large surveys (sample includes more than 10000 individuals or 5000 Households).
 - (d) have past experience of conducting FGD Survey.

5. The selected firm will complete the services within an estimated 24 staff-months. It is expected that services will commence in May 2011 and will be completed in September 2011 subject to satisfactory performance to be evaluated periodically.
6. The UGC now invites eligible and qualified firms to indicate their interest in providing the services. Interested firms must provide focused information demonstrating that they are fully qualified to perform the service. The applicants may submit following supporting documents in favor of their experience and qualifications along with the EOI. UGC may verify these documents if deemed necessary.
 - (a) Registration of the firm, Age of the firm,
 - (b) Experience of the firm in similar assignments
 - (c) Experience of the firm in other works
 - (d) Availability of key professional staff (list of management and specialist personnel) (CVs with signature & date and their confirmation letter)
 - (e) Other Resources of the firm (hardware, software, logistics ,liquidity)
 - (f) Support services of the firm

The EOIs will be evaluated on the basis of the above-mentioned information.

7. Detailed terms of reference (ToR) and other related documents are available in the web: www.heqep-ugc.gov.bd, www.ugc.gov.bd and <http://cptu.gov.bd>. Interested firms may also collect the ToR and obtain further information upon request from the office of the undersigned during office hours on working days. up to the day prior to the deadline for the submission of the EOI.
8. A firm will be selected in accordance with the procedures set out in the Public Procurement Rules 2008 within the overall context of the World Bank's Guidelines: Selection and Employment of Consultants by World Bank borrowers, May 2004 and revised in October 2006.
9. Expression of Interest shall have to be submitted on or before 3:00 pm, February 27, 2011 on working days during office hours in sealed envelope to the Project Director, HEQEP, and be clearly marked Expressions of Interest for "*Selection of Consultant for Baseline Survey*". Applications should be submitted directly or sent via post/ email at the address of the undersigned. Applications through e-mail should preferably have the same text in the subject line of the e-mail .and must be followed by the signed original copy.

The authority reserves the right to accept or reject any or all EOIs.

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