



Government of the People's Republic of Bangladesh
Office of the Additional Chief Engineer, RHD
Dhaka Zone, Allenbari, Tejgaon, Dhaka-1215.
Tel.: 880-2-9136138, Fax: 880-2-9138075.
E-mail : acedha@rhd.gov.bd, dhakazone2020@gmail.com.

Memo No.35.01.2690.007.07.001.20-4575

Date 10-11-2020

Request for Expression of Interest (EOI)
for

Selection of a Senior Consultant of Administration, Estate & Law for 03(Three) years under RHD Dhaka Zone, Allenbari, Tejgaon, Dhaka and other RHD Zone (if necessary).

1.	Ministry / Division	:	Ministry of Road Transport and Bridges, Road Transport & Highway Division
2.	Agency	:	Roads and Highways Department
3.	Procuring Entity Name	:	Additional Chief Engineer, RHD, Dhaka Zone, Allenbari, Tajgaon, Dhaka.
4.	Procuring Entity Code	:	132010
5.	Procuring Entity District	:	Dhaka
6.	Expression of Interest for Selection of	:	Time Based Contract
7.	Title of Services	:	Major Scope of Services: Consultancy for Estate & Law Administration. 1. Assist and co-operation in the works related property management. 2. Assist and co-operate in the works related to law Management.
8.	EOI Ref No.	:	EOI/DZ-01/Administration, Estate & Law/2020-2021.
9.	Date	:	10-11-2020.
Key Information			
10.	Procurement Method	:	Individual Consultant Selection.
Funding Information			
11.	Budget and Source of Funds	:	3257101 Consultancy (GoB)
12.	Development Partners	:	N/A
Particular Information			
13.	Project/Programme Name (If Applicable)	:	N/A.
14.	EOI Closing Date & Time	:	29-11-2020 at 03.00 PM.
15.	EOI Submission Place	:	Office of the Additional Chief Engineer, RHD, Dhaka Zone, Allenbari, Tejgaon, Dhaka-1215.
Information for Applicant			
16.	Brief Description of Assignment	:	Scope of Service includes but not limited to the following : <u>Works Related to Property Management of RHD :</u> 1. Assist to solve the problems related to Land reservation and Land management and problem related to Land owned by RHD ; 2. Assist and Co-operate to resume and update of Mutation and Deposit-Rejected ; 3. Assist and co-operate in steps against illegal and illegitimate usurption of Land ; 4. Works related to Preparing Documents for leasing, renewing it and rent of permanent structure of Land owned by RHD ; Works related to Acquisition of Land, Resume of Acquistioned-Land and Requisition of Land ; 5. Assist in operating eviction in respect preparing to illegal and illegitimate usurption of Land ; 6. Any other works appeared from Higher Authority related to Land Management and Administration ;

28/11/2020

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		<u>Works Related to Laws</u>										
		<p>a. Assist on Data including, Updating, Proessing, Operating and Competing on a Data-Base of a National and International Arbitration Court ;</p> <p>b. Assist on Data including, Updating, Proessing, Operating and Competing on a Data-Base of a Case of a Subordinate Courts ;</p> <p>c. Assist on Taking steps to reserve Government interest and to coordinate on a related case in cooperation with Solicitor Wing, Law and Justice Division, Legislative and Parliamentary Division, Office of Attorney Genetal of Bangladesh, Appointed Lawyer Panel and Public Procecurator ;</p> <p>d. Assist on Works on Appointing a Prominont and Senior Lawyer and negociation for payment and paying it who to help in filing case, appeal and to help panel lawyer appointment.</p> <p>e. Assist on Works on Submiting of a report and return relared with laws.</p> <p>f. Assist onTaking legitimate comment on all sorts of case filed on behalf at or against RHD ;</p> <p>Assit on Any other works on imposed law appeared/committed from Higher Authority ;</p>										
17.	Experience, Resources and Delivery Capacity Required	<p>1. Minimum Bachelor / Master in any Subject with at least 20 years experience in Estate and Law and Magistrate work with the high level intellectual and professional knowledge and skill in Govt. Administration Service.</p> <p>2. Experience in Estate and Law , Administration and Magistrate work with high level intellectual and professional knowledge and skill of least 15 (Fifteen) years</p> <p>3. Experience in Estate and Law as a Estate & Law Officer of least 3 (Three) years in Govt. Service.</p>										
18.	Other Details (if Applicable)	Submission of EOI shall be in closed format mentioning the name and address of the applicant, EOI no. & date and be addressed to the EOI issuing Authority in 2(Two) copies; 01(One) marked as "ORIGINAL" and other as "COPY" in separate envelope in the form of book binding, Both the "ORIGINAL" and "COPY" shall have to cover within a single envelope. The applicant shall mention the page no. serially in every page of submitted EOI Document.										
Procuring Entity Details												
19.	Association with local / foreign firms is	N/A										
20.	EoI Detail Information	<table border="1"> <thead> <tr> <th>Ref. No.</th> <th>Phasing of Services</th> <th>Location</th> <th>Start Date</th> <th>Completion Date</th> </tr> </thead> <tbody> <tr> <td>EOI/DZ-01/Administration, Estate& Law/2020-2021</td> <td>Selection of a Senior Consultant of Administration, Estate & Law for 03(Three) years under RHD Dhaka Zone, Allenbari, Tejgaon, Dhaka and other RHD Zone (if necessary)</td> <td>Dhaka Zone</td> <td>-</td> <td>03(Three) Year from Contract Date.</td> </tr> </tbody> </table>	Ref. No.	Phasing of Services	Location	Start Date	Completion Date	EOI/DZ-01/Administration, Estate& Law/2020-2021	Selection of a Senior Consultant of Administration, Estate & Law for 03(Three) years under RHD Dhaka Zone, Allenbari, Tejgaon, Dhaka and other RHD Zone (if necessary)	Dhaka Zone	-	03(Three) Year from Contract Date.
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21.	Name of Official Inviting EOI	Md. Sabuj Uddin Khan										
22.	Designation of Official Inviting EOI	Additional Chief Engineer, RHD, Dhaka Zone, Allenbari, Tejgaon, Dhaka-1215.										
23.	Address of Official Inviting EOI	Office of the Additional Chief Engineer, RHD, Dhaka Zone, Allenbari, Tejgaon, Dhaka-1215.										
24.	Contract details of official inviting EOI	Tel.: 880-2-9136138, Fax: 880-2-9138075. email : acedha@rhd.gov.bd , dhakazone2020@gmail.com										

The client shall not responsible for any costs or expenses incurred by the Service Provider in connection with the preparation on delivery of the EOI.

The procuring entity reserves the right to accept or reject any or all EOIs without assigning any reason whatsoever.

Md Sabuj Uddin Khan
ID No.005032

Additional Chief Engineer (c.c.), RHD
Dhaka Zone, Allenbari, Tejgaon, Dhaka.

28/07/2020

28/07/2020