

Government of the People's Republic of Bangladesh  
Directorate General of Family Planning  
IEM Unit  
6, Kawran Bazar, Dhaka

## Invitation for EOI

Memo no. DGFP/IEM/TV Scroll-2286/2015/1054

Date : 14/12/15

1.	Ministry/ Division	Ministry of Health & Family Welfare
2.	Agency	Directorate General of Family Planning
3.	Procuring Entity Name	Director IEM & Line Director IEC
4.	Procuring Entity Code	None
5.	Procuring Entity District	Dhaka
6.	Expression of Interest for selection of	Consulting/Advertising firm for Making TV scroll on short acting FP methods, early marriage prevention, PPFP, promoting facility delivery and telecasting through 5(five) private TV channels for 2 (Two) Months
7.	EOI Ref. No.	DGFP/IEM/TV Scroll-2286/2015/1054
8.	Date	14/12/2015
<b>KEY INFORMATION</b>		
9.	Procurement Method	QCBS
<b>FUNDING INFORMATION</b>		
10.	Budget and Source of Fund	RPA (GOB)
11.	Development partner	IDA
<b>PARTICULAR INFORMATION</b>		
12.	Programme Code	5-2781-5350
13.	Programme Name	Information, Education & Communication (IEC) under HPNSDP
14.	EOI Closing Date & Time	31/12/2015 at 12.00 PM
<b>INFORMATION FOR APPLICANT FIRMS</b>		
16.	Brief description of Assignment	Making TV scroll on short acting FP methods, early marriage prevention, PPFP, promoting facility delivery and telecasting through 5(five) private TV channels for 2 (Two) Months
17.	Experience, Resources and Delivery Capacity Required	The applicant shall have to submit the proposal with the following documents: <ol style="list-style-type: none"> <li>1. Category of the firm: Advertising firm/ production house;</li> <li>2. Brochure / brief description of the firm ;</li> <li>3. Trade License valid up to 2015-2016;</li> <li>4. Tax Clearance certificate for the year 2015-2016;</li> <li>5. VAT registration certificate;</li> <li>6. 3 (Three) years experiences in advertising activities with completion certificate(s);</li> <li>7. 2 (Two) years specific experience in the relevant activities;</li> <li>8. Audited financial certificate for last fiscal year prepared by external auditors;</li> <li>9. List of major clients working with at present with contact reference (mail, phone, mobile etc);</li> <li>10. Bank Solvency certificate or credit facility up to Tk-100 (One hundred) lakh;</li> <li>11. Name of central key personnel with C.V. who will be involved with the assignment duly signed by the respective personnel &amp; authority;</li> <li>12. Relevant documents in favor of logistics and organizational strength of the firm;</li> </ol>
18.	Other Details	None
19.	Association with foreign Firms	N/A
20.	Phasing of Services	N/A
<b>PROCURING ENTITY DETAILS</b>		
21.	Name of official Inviting EOI	Md.Abdul Mannan Ilias
22.	Designation of official Inviting EOI	Director, IEM & Line Director, IEC
23.	Address of official Inviting EOI	IEM Unit, Directorate General of Family Planning(7 <sup>th</sup> floor), 6, Kawran Bazar, Dhaka-1215
24.	Contact Details of Official Inviting EOI	Phone: 9146535, Fax: 58151074, email: iemdgfp@gmail.com
25.	The procuring entity reserves the right to accept or reject all EOIs.	

Md. Abdul Mannan Ilias

Joint Secretary

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