

Government of the People's Republic of Bangladesh
Ministry of Health & Family Welfare
Health Services Division
Human Resources Branch
Human Resource Development (HRD)
Bangladesh Secretariat, Dhaka

Request for Expression of Interest (EOI) for Selection of Individual Consultant

1. Ministry/Division	Health Services Division Ministry of Health & Family Welfare
2. Procuring Entity Name	Human Resources Branch, HRD Operational Plan
3. Procuring Entity District	Dhaka
4. Expression of Interest for selection of	Individual Consultant (National)
5. EOI Ref No	File no. 45.00.0000.120.11.061.19 Date: 05.09.2019
6. Date	31 October, 2019
KEY INFORMATION	
7. Procurement Method	Selection of Individual Consultant (SIC)
8. Budget and Source of Funds	RPA-GOB Fund as per Operational Plan
9. Development Partner	RPA through GOB
Particular Information	
10. Project/Program Code	
11. Project/Program Name	4 th Health, Population and Nutrition Sector Programme (HPNSP)
12. EOI closing date and time	3 November, 2019 14:00 Hours (2.00 pm).
INFORMATION FOR APPLICANTS	
13. Brief description of the Assignments	National Consultant for rationalizing job description and updating Table of Organogram & equipment (TO&E) of Public sector health facilities in Bangladesh.
14. Experience, Resource and Delivery Capacity Required	<ul style="list-style-type: none"> Master's degree in public health, social/behavioral science, Ph.D. or other advanced degree/ Research/ training in fields such as Human Resource for health service will be considered as added qualification. Significant research experience on human resources issues, including desk research, field research and interviews. Demonstrated experience conducting research on the development of Table of Organogram & equipment (TO&E), job Descriptions etc. Significant experience (at least 5 years) of working with Govt. organizations preferably in data management, analysis, monitoring & evaluation. Excellent research, analysis and writing skill. Experience of organizing & conducting workshop & training sessions. Fluency in English and Communications skills required. TIN certificate and updated income tax papers/documents. A complete study proposal which will include rationale of the study, objectives, clear methodology, reasons for consultant/firm selection, timeline, summary of the activities to be performed and breakdown of the budget. Detailed report based on findings based on job analysis of the respective categories of health workforce, from the respective health facilities in Bangladesh. Key bottlenecks for revision and approval of the job descriptions and TO&E of the health facilities. Evidence based policy recommendation for updating job descriptions and TO&E of health facilities in the public sector. Full detailed report with all collected raw data and information with acceptable evidence.
15. Other details (if applicable)	<p>1. EOI shall be submitted in sealed envelope clearly marked "Request of EOI for National Consultant" to the undersigned on 18/11/2019 at 14:00 Hours (2.00 pm).</p> <p>2. Final Selection will be made based on standard criteria set/approved by concern authority.</p>
16. Indicative start date (month/year)	November, 2019
17. Indicative Completion time (month/year)	June 15, 2020
PROCURING ENTITY DETAILS	
18. Name of Official Inviting Expression of Interest (EOI)	Md. Habibur Rahman Khan
19. Designation of Official Inviting EOI	Additional Secretary (Admin) & Line Director, HRD Health Services Division
20. Address of Official Inviting EOI	Room no -323, Building no -3, Health Services Division, Ministry of Health & Family Welfare, Bangladesh Secretariat, Dhaka.
21. Contact details of Official Inviting Tender	Telephone- 9546698, 9540282 Email: mohf@hrd.gov.bd@gmail.com, hrm@hseid.gov.bd
The procuring entity reserves the right to accept or reject all EOIs.	
Additional Secretary (Admin) & Line Director, HRD Health Services Division Ministry of Health & Family Welfare.	

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গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
শিশুর বিকাশে প্রারম্ভিক শিক্ষা প্রকল্প (৩য় পর্যায়)
বাংলাদেশ শিশু একাডেমি
দোয়েল চকুর সড়ক
শাহবাগ, ঢাকা-১০০০।

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Particular Information		
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11.	Project/Program Name	4 th Health, Population and Nutrition Sector Programme (HPNSP)
12.	EOI closing date and time	18 November, 2019 14:00 Hours (2.00 pm)
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