



Government of the People's Republic of Bangladesh
Chief Adviser's Office
Bangladesh Investment Development Authority (BIDA)
Biniyog Bhaban
Plot: E-6/B, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207
Website: www.bida.gov.bd



Invitation for Expression of Interest (EOI) for selecting Consulting Firm

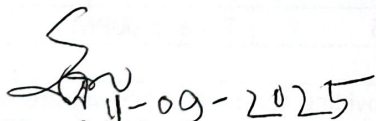
01	Ministry/Division	Chief Adviser's Office
02	Agency	Bangladesh Investment Development Authority
03	Procuring Entity Name	Director, Facilities Management
04	Procuring Entity Code	N/A
05	Procuring Entity District:	Dhaka
06	Expression of Interest for Selection of	Consulting Firm (National).
07	EOI Ref No.	03.08.2680.000.246.07.0018.25.1042
08	Date	11-09-2025
Key Information		
09	Procurement Method	Selection of Fixed Budget (SFB).
Funding Information		
10	Budget and Source of Fund	GOB
Particular Information		
11	Project/Program Code (if applicable)	Not applicable
12	Project/Program Name	"Website Maintenance and Feature Development (As per requirement) of Bangladesh Investment Development Authority (BIDA)"
13	EOI Closing Date and Time	Date: 26 September 2025 Time: 3.00PM
Particular Information		
14	Brief Description of Assignment	The assignment involves providing comprehensive website maintenance and feature development support for the Bangladesh Investment Development Authority's (BIDA) official website (www.bida.gov.bd), which operates on the Web flow CMS platform and serves as the primary digital gateway for investors. The selected ICT firm will be responsible for ensuring the site's continuous availability, security, and performance while maintaining multilingual content, optimizing SEO, and managing forms, dashboards, and analytics. Additionally, the firm will design and implement new investor-focused features and interactive tools, improve user experience and accessibility in line with global best practices, and integrate third-party services as needed. Deliverables will include regular reports on maintenance, security, analytics, and development activities, with strict adherence to confidentiality, service level agreements, and government digital service guidelines.
15	Experience, Resources and Delivery Capacity Required of firm	<ol style="list-style-type: none">5 (five) years of working Experience in the relevant field [Work completion certificate will be treated as working experience]At least 3 successfully completed contract(s) of similar nature, completed within the last 5 years counting backward from the date of Publication of EOI, each with a value of at least Tk. 50 Lac.Minimum average annual turnover of BDT 1 crore over the last 3 (three) years (audit Report for last 3 years)Adequate financial resources with Bank statement or specific amount balance certificate.

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		5. Adequate staffing and logistic capacities (relevant documents are required)
16	Other Details	Interested Firms are hereby invited to submit EOI containing printed brochures (showing organizational identity and background), e-TIN Certificate, VAT Registration Certificate (BIN), Up-to-date Trade license, Up-to-date Income Tax Return Certificate, NID Card of authorized person.
17	Interested firms may obtain further information from the office of the undersigned from 9.00AM to 5.00PM on any working days before the closing date and time. Firms are required to submit 2 (two) copies of EOI and a forwarding letter in a sealed envelope labelled “EOI for selection of consulting firm and name to the address stated below.	
18	Association with foreign firms	Not applicable
19	The assignment will have to be completed in a single phase. The tentative start and completion deadline, reporting obligation will be specified in the ToR, later on.	
Procuring Entity Details		
20	Name of Official Inviting Expressions of Interest	Md. Maruful Alam, Deputy Secretary
21	Designation of Official Inviting Expressions of Interest	Director, Facilities Management Bangladesh Investment Development Authority
22	Address of Official Inviting Expressions of Interest	Plot: E-6/B, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207
23	Contact details Official Inviting Expressions of Interest	Tel. +880-2-44826603 E-mail: dir.fm@bida.gov.bd
24	The procuring entity reserves the right to accept or reject all EOI's.	

* Interested firms are invited to submit their EOI according to the Government prescribed format indicating that they are qualified to perform the services under details of experiences and required qualifications stated above

* The Procuring Entity reserves the right to accept or reject all or any of the EOI without assigning any reason whatsoever

 11-09-2025

Md. Maruful Alam

Director, Facilities Management

Bangladesh Investment Development Authority

Sher-e-Bangla Nagar, Dhaka

E-mail: dir.fm@bida.gov.bd