


Government of the People's Republic of Bangladesh  
Ministry of Health & Family Welfare  
Health Services Division  
Bangladesh Secretariat, Dhaka.

**Request for Expression of Interest (EOI) for Selection**

1.	Ministry/Division	Health Services Division Ministry of Health & Family Welfare
2.	Procuring Entity Name	Additional Secretary (Admin) & Line Director, HRD Health Services Division
3.	Procuring Entity District	Dhaka
4.	Expression of Interest for selection of	Individual Consultant (National)
5.	EOI Ref No	File no. 45.00.0000.146.092.72.2020 (part-3), Date 17.08.2021
6.	Date	23 September 2021
<b>KEY INFORMATION</b>		
7.	Procurement Method	Quality and Cost Based Selection (QCBS)
8.	Budget and Source of Funds	RPA-GOB Fund as per Operational Plan
9.	Development partner	RPA through GOB
<b>Particular Information</b>		
10.	Project/Program code	
11.	Project/Program name	4 <sup>th</sup> Health, Population and Nutrition Sector Programme (HPNSP)
12.	EOI closing date and time	13 October 2021, (14.00 Hours)
<b>INFORMATION FOR APPLICANT</b>		
13.	Brief description of the Assignment	• Rationalizing job description and updating Table of Organization of secondary and tertiary level public sector health facilities and relevant entities in Bangladesh based on present and future needs.
14.	Experience, Resource and Delivery Capacity Required	<ul style="list-style-type: none"> <li>• Master's degree in Public health/Human resource management/Social science; Ph.D. or other advanced Degree/Research/Training in fields such as HRH will be considered as added qualification.</li> <li>• Significant research experience of human resources issues, including desk research, field research and in reviews,</li> <li>• Demonstrated experience conducting on the development of Table of Organization, job Descriptions etc.</li> <li>• Significant experience (at least 5 years) of working with Govt. organizations preferably in data management, analysis, monitoring &amp; evaluation.</li> <li>• Excellent research, analysis and writing skill.</li> <li>• Experience of organizing &amp; conducting workshop &amp; training sessions.</li> <li>• Fluency in English and Communications skills required.</li> <li>• TIN certificate and updated income tax clearance certificate.</li> <li>• A complete study proposal which will include rationale of the study, objectives, clear methodology, reasons for consultant/firm selection, summary of the activities to be</li> </ul>

		<p>performed and breakdown of the budget.</p> <ul style="list-style-type: none"> <li>Detailed report based on findings based on job analysis of the respective categories of health workforce, from the respective health facilities in Bangladesh.</li> <li>Key bottlenecks for revision and approval of the job descriptions and Table of Organization of the health facilities at secondary and tertiary level.</li> <li>Evidence based policy recommendation for updating job descriptions and Table of Organization of health facilities in the public sector.</li> <li>Full detailed report with all collected raw data and information with acceptable evidence.</li> </ul>
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 within 13 October 2021, (14.00 Hours).</p> <p>2. Final Selection will be made based on standard criteria set/approved by concerned authority as per Section 115 &amp; concerned Section of PPR 2008.</p>
16.	Indicative start date (month/year)	November 2021
17.	Indicative Completion time (month/year)	June 2022
<b>PROCURING ENTITY DETAILS</b>		
18.	Name of Official Inviting Expression of Interest (EOI)	Sabina Yeasmin
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- 02-9546698, 02-9540282, 02-9545461 Email: hrm@hsd.gov.bd, mohfw@hrm.gov.bd@gmail.com
<b>The procuring entity reserves the right to accept or reject all EOIs.</b>		

  
 Sabina Yeasmin  
 Additional Secretary (Admin)  
 &  
 Line Director, HRD  
 Health Services Division  
 Ministry of Health & Family Welfare.