

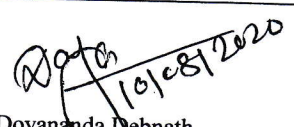
Memo No: 03.07.0000.020.07.079.2020- 1536

Date: 10 August 2020

**Request for Expression of Interest (REOI)
International Competitive Bidding (ICB)**

Description:	
1. Ministry/Division	: Prime Minister's Office
2. Agency	: Bangladesh Economic Zones Authority (BEZA)
3. Procuring Entity	: Bangladesh Economic Zones Authority (BEZA)
4. Title of Service	: BEZA ICT Interface (BICTI)
5. Procuring Entity District	: Dhaka (BEZA HQ)
6. EOI for Selection of	: Consultancy service for ICT Roadmap/Action Plan and Experience Center Design for Bangabandhu Sheikh Mujib Shilpa Nagar (BSMSN)
7. EOI Ref. No.	: PS2-Own DPP-2020
8. EOI Publication Date	: 14 August 2020 or before
9. EOI Closing Date & Time	: 17 September 2020 at 3.00 PM (Bangladesh Local Time)
Procurement Information:	
10. Procurement Method	: International Competitive Bidding (ICB)
11. Procurement Sub-Method Applied	: Quality and Cost Based Selection (QCBS)
Funding Information:	
12. Budget and Sources of Funds	: BEZA Own Fund (Own Fund Project)
13. Project/Program Code	: Not Applicable
14. Project/Program Name	: Construction of Road & Drainage at Mirsarai EZ in BSMSN and Consultancy Services Project (BEZA Own Fund Project)
15. Development Partner (if applicable)	: None
Particular Information:	
16. Brief Description of the Assignment	<p>The services include not limited to:</p> <p>Component 1: Strategize ICT roadmap and identify key ICT elements to transform BSMSN into a smart industrial city;</p> <p>Component 2: Design an Economic Zone Dashboard for situational awareness through Analytics-driven Command and Control Centre (ADCCC);</p> <p>Component 3: Identify requirement and assessment of DC / DR; and</p> <p>Component 4: Design an Economic Zone Experience Centre at BEZA.</p>
Information for Applicant:	
17. Experiences, Resources, & Delivery Capacity Required	
a) Qualification and Experiences	<p>i) Minimum 5 (five) years of general experience in the role of Consulting Firm from its years of operation in country of incorporation (In case of JV, each member shall meet the requirement). Prime consultant or JV member has to register in Bangladesh and 'age of firm' in Bangladesh with permanent or registered office is minimum 3 (three) years. The consulting firm must have at least CMMI Level 3 (In case of JV, each member shall meet the requirement).</p> <p>ii) Minimum 2 (two) years specific experience under consultancy contract related to IT solution in the role of Prime consultant or JV member to the main client (In case of JV, each member shall meet the requirement).</p>
b) Required Financial Capability	i) The audited balance sheets, statements of profit & loss and annual reports for the last 3 financial years (FY 2016-17 to FY 2018-19) must demonstrate (a) 'Positive Net

			Worth' for each of the last three (3) financial years; (b) Profit (i.e. Profit Before Tax) for at least two (2) out of last three (3) financial years; (c) Minimum 'Annual Total Revenue' averaged USD 5.00 (five) million in the last three (3) financial years; and (d) Minimum 'Annual Consultancy Revenue' averaged USD 2.00 (two) million in any one (1) of the last three (3) financial years. (ii) In case of JV, requirement (a) and (b) above shall be met by each member, and requirement under (c) and (d), each member shall meet at least 25%, lead member shall meet at least 40% and all members together shall meet 100%.		
	c) Expected Team (Key-Staff) Composition	:	Team Leader, Project Manager cum Smart Campus/Experience Centre System Management Expert, ICT Expert, Command & Control Centre (CCC) Expert, IT Network Specialist, DC/DR Expert, and Procurement Expert.		
18.	Contract Execution Period	:	The duration of the contract is expected to be 6 (six) months.		
19.	Other Details (if applicable)	:	The firm should have long standing experience in IT infrastructure implementation/data center design/smart city design of large-scale government projects. The firm should also have experience of implementation, knowledge and understanding of the operation of industrial zones or EZs, verifiable success in the delivery of high-quality outputs within time and budget constraints.		
20.	Association with Foreign Firm	:	The firms may associate to enhance their qualifications but should mention whether the association is in the form of a "joint-venture", or of "sub-consultancy". All members of such association should have real and well-defined inputs to the assignment, and it is preferable to limit the total number of firms/institutes in the association to three. Moreover the lead firm/bidding entity should be a CMMI level 3.		
21.	The Criteria for Shortlisting	:	The criteria for shortlisting would be past contract performance and litigation, financial status and capacity, and general & specific experiences of the firm(s).		
22.	Package Details	:			
	Ref./Package No.		Location	Indicative Start Date	Indicative Completion Date
	PS2-Own DPP-2020		Dhaka (BEZA HQ)	01 January 2021	30 June 2021
	Procuring Entity Details:				
23.	Name & Designation of Official Inviting EOI	:	Doyananda Debnath Manager (MIS & Research)		
24.	Address of Official Inviting EOI	:	Bangladesh Economic Zones Authority Prime Minister's Office Monem Business District (Level-12) 111, Bir Uttam C. R. Dutta Road Dhaka-1205, Bangladesh		
25.	Contact Details of Official Inviting EOI	:	Phone: + (88) (02) 9632463 E-mail: mmis@beza.gov.bd		
26.	Particular Instruction:	:	<ul style="list-style-type: none">• The Procuring entity reserves the right to accept or reject all EOIs for any reason whatsoever;• Consultant will be selected in accordance with the procedure set out in Public Procurement Act 2006 and Public Procurement Regulations 2008;• This EOI notice is also available in www.dgmarket.com as well as BEZA website www.beza.gov.bd and CPTU website www.cptu.gov.bd; and• The list of required documents to be submitted with application and detailed Terms of Reference (TOR) are available in the website www.beza.gov.bd.		


Doyananda Debnath
(Deputy Chief)
Manager (MIS & Research)
Bangladesh Economic Zones Authority

Final & Approved

Signature

দরানন্দ দেবনাথ
ব্যবস্থাপক

Terms of Reference (ToR)

ICT Roadmap/Action Plan and Experience Center Design for Bangabandhu Sheikh Mujib Shilpa Nagar (BSMSN)

1. PROJECT BACKGROUND

1.1 The economy of Bangladesh is a developing market economy. It's the 39th largest in the world in nominal terms, and 29th largest by purchasing power parity; it is classified among the Next Eleven emerging market middle income economies and a frontier market. In the first quarter of 2019, Bangladesh's was the world's seventh fastest growing economy with a rate of 7.3% real GDP annual growth. Growth in Bangladesh has been underpinned by a stable and prudent macro-economic monetary policy, rising industry and service outputs and a continued high level of remittances. Going forward, the Government of Bangladesh's (GoB) objective is to develop a growth trajectory that will support an overall increase in real GDP growth of 8% per annum and reduce poverty from 40% to 15% by 2021

1.2 Bangladesh Economic Zones Authority (BEZA) has been established as an outcome of the Government's Bangladesh Economic Zones Act, 2010. BEZA was officially instituted by the government on 9th November 2010. BEZA aims to establish economic zones in all potential areas in Bangladesh including backward and underdeveloped regions with a view to encouraging rapid economic development through increase and diversification of industry, employment, production and export. BEZA is poised to structure an ecosystem of industrious development, thus facilitating investors to create sustainable business. BEZA's vision is to establish one hundred economic zones in fifteen years with an employment generation of 10 million and development of 30,000 hectares of land. BEZA is committed to ensuring broad based growth, addressing globalization and regional cooperation, creating a caring society, ensuring effective governance and mitigating impacts of climate change

1.3 Successful progress of business operations in the Economic Zones under BEZA will positively contribute to job creation, economic development and catalyze associated social benefits. Hence, a gamut of interventions, primarily technology driven may be structured to provide the necessary impetus for BEZA and the various economic zones to emerge as attractive investment destinations. A **pilot program** may be implemented at **Bangabandhu Sheikh Mujib Shilpa Nagar (BSMSN)**, which will be the torchbearer of ICT led augmentation of other economic zones. This pilot program is termed as **BEZA ICT Interface**, which will be a *holistic combination of an ICT showcase augmented by an economic zone experience center with advanced IT infrastructure in the background.* Both inside-out and outside-in perspectives must be harnessed for a proper augmentation of BEZA that will translate to meaningful benefits for the organization, the investors, workers and citizens of the land

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1.4 As the Economic Zones (EZ) have started on their implementation journeys, it is imperative that BEZA has visibility of the on-ground implementation of readiness of each EZ. Currently there is a lacuna in the monitoring mechanism of each economic zone as there is no established mechanism or framework that will allow BEZA to have day-to-day visibility of operations. Greater visibility will foster better control and thereby allow the entity to undertake midway corrective actions in an informed manner. It is thus envisaged to conceptualize a **centralized monitoring system** that will help to facilitate seamless, regular and granular updates from the EZ level to BEZA management. Considering that EZs are in their early stages of implementation, BEZA wants to ensure that it provides requisite hand-holding & guidance to EZs by leveraging global best practices and contextualizing it to the local environment. This will assist the EZs to develop in line with global standards and directly facilitate investments.

2. SITE DESCRIPTION

To support BEZA's commitment to EZs in Bangladesh, BEZA intends to undertake an ICT pilot project in Mirsarai, Bangabandhu Sheikh Mujib Shilpa Nagar (BSMSN) styled as Bangabandhu Sheikh Mujib Shilpa Nagar, is being developed on a contiguous 30,000 acres of land stretching to Feni's Sonagazi upazila. The new economic zone is expected to create employment opportunities for 1.5 million people within the next 15 years and ensure export earnings of \$15 billion. Bangabandhu Sheikh Mujib Shilpa Nagar, the largest industrial enclave and also Bangladesh's first multi-sector economic zone, will be developed in some 30 phases.

3. PROJECT OBJECTIVES

BEZA wants to be at the forefront of Digital Transformation and needs a "well-planned and executed" technology onboarding initiative. The immediate objectives in this journey are:

- To strategize ICT road map and identify key ICT elements to **transform BSMSN into a smart industrial city**
- To design an Economic Zones Dashboard for Situational Awareness through **Analytics Driven Command and Control Centre**
- To augment the **capacity** of DC / DR
- To design an **Economic Zone Experience Center**

Through these objectives, the aim is to reach an augmented BEZA, which will be aligned to its mandate, and be more responsive to its stakeholders. Additionally, a series of interventions are planned to effectively communicate the value proposition of economic zones with the investors and other stakeholders.

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ToR - ICT Roadmap/Action Plan and Experience Center Design for Bangabandhu Sheikh Mujib Shilpa Nagar (BSMSN)

4. SCOPE OF WORK

The scope under each component includes the following

Component 1: Strategize ICT roadmap and identify key ICT elements to transform BSMSN into a smart industrial city

Activities to be performed:

- Study existing master plan of BSMSN and propose solutions that will make BSMSN a smart city
- Identify and propose locations for key ICT infrastructure, high-level requirement for setting up (Type of Infrastructure, Location, Required Land/Space, Utility, Caballing etc.)
- Identify key data collection method, sensors and tools for command and control center
Provide flow of data with high level design
- Develop detail strategy, guideline and standard for integration among unit investors (Individual Industries) security solutions, environmental censor etc. with the central dashboard

Component 2: Analytics-driven Command and Control Centre (ADCCC)

Activities to be performed:

- Conduct stakeholder workshop
- Assess ICT and non-ICT requirements against ADCCC Business Objectives
- Study current Business Processes at BEZA to
- Recommend ICT Solutions for establishing the ADCCC
- Perform deep analysis of each ICT solution
- Define Prioritization matrix
- Define SLAs and KPIs for ICT services
- Draft RFP for implementation of ADCCC with due consideration to the business context
- Create detail design showing flow of data showing the path from the collection point (IT Solutions, Censors, Databases etc.) to the dashboard
- Design visual template of dashboard
- Define Dashboard access method with different representation depending on information access permission
- Define backend technologies, control and data security mechanism

Component 3: Identify requirement and assessment of DC / DR

Activities to be performed:

- Asses requirement of Data storage, processing power and bandwidth



- Propose size of Data Center (Processing, Storage, and Bandwidth) in line with the proposed solutions on component 1 and Ones Stop Service
- Propose High Availability structure of Data Centre. Propose Active- Active/ Active-Passive and DC-DR
- Propose basic data center layout. Propose required land, location and land use plan.

Component 4: Economic Zone Experience Centre at BEZA

Activities to be performed:

- Identify and assess the physical space earmarked for the Economic Zone Experience Centre (EZEC)
- Assess ICT and non-ICT requirements
- Develop detailed layout design of the EZEC
- Provide recommendations on components of EZEZ. Provision for a video wall to show status of components shall be included
- Develop detailed Project plan for implementation of EZEC
- Define SLAs and KPIs for ICT services

Facilities to be managed by the Consultants:

- Furnished office space for the Implementation agency and consultant in the BSMSN
- Office infrastructure including printer
- Seating arrangement for project team
- Means of transportation from office location to economic zone and other stakeholder locations
- Considering the COVID-19 pandemic and international travel restrictions, consultants must have adequate infrastructure to deliver the project in the new-normal mode of delivery

Facilities to be provided by the Client:

The following are the least that the employee will supply to the implementation agency

- High bandwidth internet connectivity at BEZA head office
- BEZA to assist the Consultants in coordination with other departments as necessary
- Deployment of Government machinery in support of project objectives

Assignment Duration:

The duration of this assignment will be **6 months**

5. Deliverables

When negotiating the contract, BEZA and the selected consulting firm will discuss the following –

- The sequencing of the studies

ToR - ICT Roadmap/Action Plan and Experience Center Design for Bangabandhu Sheikh Mujib Shilpa Nagar (BSMSN)



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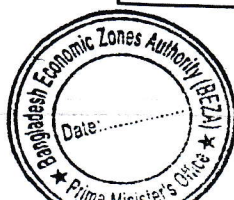
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- reporting schedules
- workshop/presentation timeframes

The following table identifies key deliverables and timeframes for the engagement

Component	#	Deliverable	Indicative Sectional Coverage	Submission Timeline from mobilization of resources
Component 1 – Identify Key ICT elements and Roadmap for BSMSN	a	ICT Report and Roadmap for BSMSN	1. Document Overview	4 months
			2. Approach taken to conduct assessment	
			3. AS-IS situation of ICT landscape at BSMSN	
			4. Challenges and Areas of Improvement	
			5. Future-state of ICT landscape at EZ	
			6. ICT Roadmap for BSMSN	
			7. Proposed Project plan for implementation	
			8. Conclusion and Next steps	
Component 2 – Analytics Driven Command and Control Centre (ADCCC)	a	ICT Feasibility Report for ADCCC	1 Document overview	3 months
			2 Business objectives	
			3 Requirement Analysis	
			3.1 ICT requirements	
			3.2 Non-ICT requirements	
			3.3 Business Processes for Data collection and Information dissemination	
			4 Dashboard design	
			5 Component overview and budget	
			6 Conclusion	
	b	RFP for implementation of ADCCC	1 Business Objectives	6 months
			2 Technical Scope of work	
			3 ICT Solutions and their specifications	
			4 Bid Schedule with dates	
			5 Pre-Qualification Criteria	
			6 Technical Qualification Criteria	
			7 Evaluation Approach	
			8 Terms and conditions	
Component 3 – Assessment of DC / DR	a	DC / DR Assessment Report	1. Document Overview	6 months
			2. Approach taken to conduct the assessment	
			3. Assessment of physical infrastructure of DC and DR	
			4. Assessment of Electrical infrastructure and it's utilization	
			5. Assessment of IT Infrastructure and it's utilization	

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Component 4- Economic Zone Experience Centre (EZEC)	a	EZEC Roadmap	6.Assessment of Application landscape	4 months
			7. Gap analysis with respect to DC / DR infrastructure	
			8.Conclusion	
			1 Document Overview	
			2 Concept of Experience Centers	
			3 ICT and non-ICT requirements of the EZEC	
			4 Layout design of the proposed EZEC	
			5 Proposed Project plan for implementation	
			6 Conclusion	

Note:

*BEZA to approve reports/communicate comments within 7 days.

*All deliverables to be given in two copies (one in color and one in black and white). The language will be English

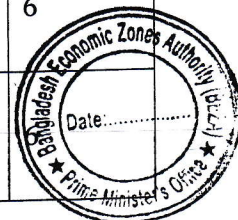
6. TEAM COMPOSITION & QUALIFICATION

Summary of Minimum Requirements from Key experts

#	Name of position	No.	Requirements	Total man months
1	Team Leader (International)	1	<ul style="list-style-type: none"> Bachelor of Engineering/Technology OR MBA/PGDM 10 years relevant experience Experience of setting up smart campus/ smart city Project management and monitoring experience 	6
2	Project Manager cum Smart Campus/Experience Centre SME (International)	1	<ul style="list-style-type: none"> Bachelor of Engineering/Technology OR MBA/PGDM 7 years of relevant experience /smart city experience 	6
3	ICT Expert	1	<ul style="list-style-type: none"> Bachelor of Engineering/Technology 7 years of relevant experience Knowledge of IoT/mobile/web technologies 	6
4	CCC Expert	1	<ul style="list-style-type: none"> Bachelor of Engineering/Technology 7 years of relevant experience Experience of setting up Command and Control Centre 	6
5	IT Network Specialist	1	<ul style="list-style-type: none"> Bachelor of Engineering/Technology 7 years of relevant experience Consulting experience of setting up ICT network in government domain 	

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সিস্টেম এনালিস্ট (আইটি অ্যান্ড কমিউনিকেশন)
স্বাক্ষরিত
সিস্টেম এনালিস্ট (আইটি অ্যান্ড কমিউনিকেশন)

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#	Name of position	No.	Requirements	Total man months
			<ul style="list-style-type: none"> CCNA/CCNP Certification 	
6	DC / DR Expert	1	<ul style="list-style-type: none"> Bachelor of Engineering/Technology 7 years of relevant experience Consulting experience of setting up DC & DR ITIL/DCDC Certification 	6
7	Procurement Expert	1	<ul style="list-style-type: none"> Bachelor of Engineering/Technology/ MBA/ PGDM in Procurement 7 years of relevant experience 	4

The assignment also includes the following non-key experts:

1. Coordination Support Manger (6 MM)
2. Business Analyst (4 MM)

Total number of man-months: KE: 40 MM + NKE: 10 MM = 50 MM

7. General Experiences

The firm should have long standing experience in IT infrastructure implementation/data center design/smart city design of large-scale government projects. The firm should also have experience of implementation, knowledge and understanding of the operation of industrial zones or EZs, verifiable success in the delivery of high-quality outputs within time and budget constraints.

The firms may associate to enhance their qualifications but should mention whether the association is in the form of a "joint-venture", or of "sub-consultancy". All members of such association should have real and well-defined inputs to the assignment, and it is preferable to limit the total number of firms/institutes in the association to three. Moreover the lead firm/bidding entity should be a CMMI level 3.

All firms are required to submit full technical and financial proposals, which will be evaluated according to the quality- and cost-based selection (QCBS) method described in the PPA (2006) & PPR (2008).

8. Facilities and Equipment

The consulting firm should have the following facilities:

- Furnished office space
- Office infrastructure including printer and other logistics
- Seating arrangement for project team
- Means of transportation from office location to stakeholder locations

The procure entity needs to ensure:

- High bandwidth internet connectivity
- BEZA to assist the firm in coordination with other departments as necessary
- Deployment of Government machinery in support of project objectives.

Note: The shortlisting criteria of the firm is append in Annexure.

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**BEZA ICT Roadmap/Action Plan and Experience Centre Design for Bangabandhu Sheikh
Mujib Shilpa Nagar (BSMSN)**

Shortlisting Criteria of the Firm

Required Documents to Submit EOI Application

N.B.: The document refers minimum requirements for shortlisting based on detailed TOR.

I. Past contract performance and litigation

Criteria	Requirements
1) Past Contract Non-performance	➤ Please inform <i>Procuring Entity</i> of any such instances during submission of <i>EOI Application</i> (In case of JV, applicable for each member).
2) Pending Contract Litigation	<p>➤ Statement/calculation sheet (with proof document) for a positive 'Adjusted Net Worth' determined as per the financial statements for the latest financial year (FY 2018-19), adjusted for 'Pending Contractual Litigation Value' as considered below:</p> <ul style="list-style-type: none"> • 'Pending Contractual Litigation Value' shall be deemed to be 25% of the aggregate value of pending litigation across all contracts, net of provisions made in the latest audited financial statements (FY 2018-19), which shall be deducted from the net worth to arrive at the 'Adjusted Net Worth'. • 'Adjusted Net Worth' shall be the net worth as per the latest financial statements less [25% of Pending Contractual Litigation Value less provisions made in the latest audited financial statements for pending contractual litigations] = Positive <p>➤ In case of JV, the statement/calculation sheet (with proof document) is required for each member.</p>
3) Contract Litigation History	➤ The aggregate amount of awards against the Applicant, if any, since 01 June 2015 (In case of JV, applicable for each member).

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স্বাক্ষর কৃত্ত্বক বিদ্যালয়

II. Financial status and capacity

Criteria	Requirements
1) Financial Status	➤ The audited balance sheets, statements of profit & loss and annual reports for the last 3 financial years (FY 2016-17 to FY 2018-19) with statement/calculation



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Criteria	Requirements
	<p>sheet of follows:</p> <ul style="list-style-type: none"> a. Positive Net Worth for each of the last three (3) financial years defined above; b. Profit (i.e. Profit Before Tax) for at least two (2) out of last three (3) financial years; c. Annual 'Total Revenue' of bidding entity in the last three (3) financial years; and d. Annual 'Consultancy Revenue' of the last three (3) financial years. <p>➤ In case of JV, the statement/calculation sheet (with proof document) is required for each member.</p>

III. Experiences

Criteria	Requirements
1) General Experience	<ul style="list-style-type: none"> ➤ Proof document for years of operation in country of incorporation (In case of JV, applicable for each member); ➤ Proof documentation of CMMI level; ➤ Proof document for registration in Bangladesh, if any, for Prime Consultant or JV member.
2) Specific Experience	<ul style="list-style-type: none"> ➤ Proof document for consultancy contract related to IT solution in the role of Prime consultant or JV member to the main client (In case of JV, applicable for each member); ➤ List of IT projects (with contract value) executed in the Government & Public Sector domain in the last 5 years (proof documents required); and ➤ List of assignments experienced in industrial zones or EPZs or Smart City related to "Integrated Command & Control Centre" or "Experience Centre".
3) Skilled Human Resources (key staff only)	<ul style="list-style-type: none"> ➤ Tentative list of key experts (by mentioning name, position, qualification and experiences).

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স্বাক্ষরিত ব্যক্তি (স্বাক্ষরিত ব্যক্তি)

