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Ministry :	Ministry of Energy, Power and Mineral Resources	Division :	Energy & Mineral Resources Division
Organization :	Pashchimanchal Gas Company Limited	Procuring Entity Name :	Planning & Development
Procuring Entity Code :		Procuring Entity District :	Sirajganj
Procurement Nature :	Services	Procurement Type :	NCT
Event Type :	REOI		
Request for expression of interest for selection of	Consulting firm		
Contract Type :	Lump - Sum	REOI No. :	28.18.0000.000.051.38.0001.26/Head Office Design
App ID :	227012	Tender/Proposal ID :	1317520

Key Information and Funding Information :

Procurement Method :	Quality Cost Based Selection (QCBS)	Budget Type :	Own Fund
Source of Funds :	Own Fund		

Particular Information :

Project Code :	Not applicable	Project Name :	Not applicable
Package No. and Description :	28.18.0000.000.051.38.0001.26/Head Office Cons Procurement of Consultancy Services for Design, Drawing, Preparation of BOQ (Bill of Quantities) and Tender Document for 10-Storeyed (G+9) Head Office Building and Top Supervision for G+2 Stories of Proposed Office Building at Nalka, Sirajganj.		
Category :	Architectural, engineering, construction and related technical consultancy services; Architectural, engineering, construction, legal, accounting and other professional services; Technical consultancy services; Architectural and related services; Engineering services; Integrated engineering services; Urban planning and landscape architectural services; Construction-related services; Engineering-related scientific and technical services; Testing, inspection, analysis, monitoring and control services; Technical testing and analysis services; Monitoring and control services;		
REOI Publication Date and Time :	02-Sep-2026 10:00		
EOI Closing Date and Time :	16-Sep-2026 10:00	EOI Opening Date and Time :	16-Sep-2026 10:00

Information for Tenderer/Consultant :

Eligibility of Consultant :	Interested consulting firms are invited to provide information indicating that they are qualified to perform the services. The consulting firms should be experienced and reputed in the similar field and shall submit the following information to fulfill the minimum competence for shortlisting: 1. The firm must be a legally registered design firm in Bangladesh in any Government/Semi-Government/Autonomous Organization.
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2. The consulting firm/ each partner of JV (in case of JV) should have minimum 5 (Five) years in Structural & Architectural Drawings/Designs, Documents Preparation, and Supervision of Building Construction Works.
3. The consulting firm/ each partner of JV (in case of JV) should have successfully completed at least three (3) building design contracts, each contract having one (1) building with a minimum built-up area of 90,000 sft, within the last 10 (Ten) years.
4. Annual average turnover of the firm over the best 3 (Three) years in the last 5 (Five) years or over the best 5 (Five) years in the last 10 (Ten) years should be minimum BDT 1 (One) Crore.
5. Latest Trade License, VAT Registration Certificate, and TIN Certificate with latest PSR (Proof of Submission of Return).
 - Years shall be counted backward from the date of closing of the REOI.

Brief Description of assignment :

The objectives of the services shall cover, but not limited to the following scope:

1. Site Survey using Total Station and preparation of Layout Plan: Preliminary architectural conceptual drawing (floor plan, elevation, section, perspective view) for the proposed building (will prepare for client approval).
2. Sub-Soil Investigation and report preparation.
3. After approval from the client, consultant will prepare detail Architectural [floor plan, elevation, section, perspective view and Model (Scale: 1/40 Materials- Plastic/wood of suitable colour) etc.], Structural, Electrical, Plumbing, office decoration etc. as per requirement of concern engineers with drawings/design with Soft copy and 3-D. architectural drawing
4. Structural drawing should have the detail calculation including civil plumbing and sanitary drawings will be prepared with proper safety consideration by the consultant.
5. Preparation of detail working drawings with detailed design and specification for all types of Electro-Mechanical installations with onsite and off-site such as Lift, Standby Generator, Sub-Station, Internal & External electrifications, Fire-fighting & Detection, Solar system, Variable Refrigerant Flow system, PABX, CCTV, Special Electrical fittings, LAN, Submersible & Centrifugal Pump, Earthing & Lightning protection, Water body (water fountain), Security alarm & digital access system etc. i.e. all facilities required for modern office building.
6. Preparation of details Bill of Quantities as per PWD latest Rate Schedule and market analysis where applicable, Estimate of BOQ and Structural design (Civil, Sanitary and Electromechanical) of the building.
7. Submission of all drawings in printed form at least 03 sets along with soft copy.
8. Also perform construction top supervision upto G+2 floors during construction period.
9. Certify completion of the works.

Experience, Resources and delivery capacity required :

- i) Experience Certificates issued by Government/Semi-Government/Autonomous Organization in support of fulfillment of necessary adequacy.
- ii) The firm should have consulting experience in the design, execution, and supervision of construction of industrial/Mechanical Workshop Yard
- iii) The latest Annual Report, Audited financial statement (Balance Sheet, Profit & Loss Account, and Cash Flow Statement) in last 03 (three) years to check for the financial capability.
- iv) The REOI will be shortlisted on the basis of the following:
 1. Availability of resources.
 2. Turnover of the consulting firm.
 3. Experience of the firm(s) in similar tasks.
 4. Experience of the firm(s) in other works.
 5. Support services of the firm(s).
 6. History of litigation (if any) in courts or any arbitration proceedings.
 7. Registration of the firm.

8. Availability of key professionals.

Other details (if applicable) :

Association with other firms is encouraged. The interested consulting firms may associate with other firms but should clearly indicate whether the association is in the form of a joint venture. In the case of a JV, all members of such JV should have real and well-defined inputs to the assignment and the number of firms in the JV shall be limited to a maximum of three (3) including the lead Firm. All JV partners shall be "Jointly and Severally" responsible for the assignment. An appropriate Declaration of Intent in that regard and signed by all JV partners mentioning the name of the lead partner and the name of the authorized signatory shall be submitted with the EOI application. The qualification/experience of only the interested JV partners will be evaluated in the evaluation of EOIs for shortlisting process.

This EOI would be processed following PPA-2006 & PPR-2025 in Bangladesh. The EOI should include the following documents:

1. Application for Expression of Interest;
2. Constitutional documents of the Firm;
3. Availability of appropriate skilled staffs list of relevant professional, their qualification and experience.
4. Company profile/brochure covering general and overall experience, basic data of the Firm, its Management, key expertise, Firm's specialty etc.
5. Duly filled and signed EOI forms.
6. Supporting Documents of qualification experiences;
7. Bank Solvency Certificate;

Association with foreign firm : Not Encouraged

Evaluation Type : Package wise

Ref. No.	Phasing of service	Location	Indicative Start Date	Indicative Completion Date
28.18.0000.000.051.38.0001.26/Head Office Design	Procurement of Consultancy Services for Design	Nalka	07-Mar-2027	02-Dec-2027

Procuring Entity Details:

Name of Official Inviting REOI :	S.M Mohibur Rahman	Designation of Official Inviting REOI :	General Manager
Address of Official Inviting REOI :	Address: Head Office Nalka City : Sirajganj Thana : Kamarkhand District : Sirajganj - 6700 Country : Bangladesh	Contact details of Official Inviting REOI :	Phone: 02-No 588831441 Fax : No

The procuring entity reserves the right to accept or reject all Tenders/Proposals / Pre-Qualifications / EOIs

Note: Bank will update the payment transactions only at the end of the day, so the tenderers should make sure the securities and other payments are made at least one day before the submission date.