

Request for Expressions of Interest

1	Ministry/Division	Ministry of Education			
2	Agency	Bangabandhu Sheikh Mujibur Rahman Digital University, Bangladesh (BDU)			
3	Procuring Entity Name	Registrar, Bangabandhu Sheikh Mujibur Rahman Digital University, Bangladesh			
4	Procuring Entity Code	Not Applicable			
5	Procuring Entity District	Gazipur			
6	Expression of Interest for Selection of	Recruitment of Law Firm/Lawyer for Legal Support.			
7	EOI Ref No	37.01.4112.000.04.001.21.1942			
8	Date	16.09.2021			
KEY INFORMATION					
9	Procurement Method	Quality and Cost Based Selection Method			
FUNDING INFORMATION					
10	Budget and Source of Funds	GOB			
11	Development Partners (if applicable)	Not Applicable			
PARTICULAR INFORMATION					
12	Project/Programmed Code (if applicable)	Not Applicable			
13	Project/Programmed Name (if applicable)	Not Applicable			
14	Receiving EOI Document	City Office (Flat A-6, House 2/3, Iqbal Road, Mohammadpur, Dhaka-1207)			
		Date	Time		
15	EOI Closing Date and Time	04.10.2021	11-30 AM		
16	EOI Opening Date and Time	04.10.2021	12-30 PM		
INFORMATION FOR TENDERER					
17	Brief Description of Assignment <ul style="list-style-type: none"> BDU is a newly established public university in Bangladesh. BDU is looking for Law Firm/Lawyer for following types of legal support: Legal Opinion, Examination & scrutiny of documents, drafting letters and notices, Drafting /vetting agreement, Drafting lease deed/sale deed/Tenancy Agreement, Lawyer's Notice/Legal Notice, filing/contesting suit/case/appeal before the District & Session Court; filing/contesting suit/case/appeal before the High Court/ Appellate Division. 				
18	Experience, Resources and Delivery Capacity Required <ol style="list-style-type: none"> Must have minimum 10 (Ten) years of professional experience. Must have valid updated trade license, TIN & BIN. Must have Bar Council membership & Supreme Court Bar Association Membership. Documents demonstrating the management/operation capacity of the firm (company profile and other documents describe the company expertise, experience and strength, similar assignment of project experience). 				
19	Other Details (if applicable)		Not Applicable		
20	Association with foreign firm is		Not Applicable		
21	Ref No	Phasing of Services	Location	Indicative Start Date	Indicative Completion Date
	S1	All works	BDU at Kaliakair, Gazipur	From Contract Agreement	Up to 1 (One) Month
22	Name of Official inviting Expressions of Interest		Md. Ashraf Uddin		
23	Designation of Official Inviting Expressions of Interest		Registrar of BDU		
24	Address of Official inviting Expressions of Interest		Flat A-6, House 2/3, Iqbal Road, Mohammadpur, Dhaka-1207		
25	Contact details of Official Inviting Expressions of Interest		Phone :09666775533		
26	The procuring entity reserves the right to accept or reject all tenders without assigning any reason as per law.				
27	Website : www.bdu.ac.bd, E-mail : tender@bdu.ac.bd				

Registrar (Additional Charge)
Bangabandhu Sheikh Mujibur Rahman Digital University, Bangladesh