

**International Mother Language Institute (IMLI), Dhaka  
Request for Expressions of Interest**

<b>1 Ministry / Division</b>	Ministry of Education
2 Agency	International Mother Language Institute (IMLI), Dhaka
3 Procuring Entity Name	Director General, International Mother Language Institute, Dhaka
4 Procuring Entity Code	3-3496-4751
5 Procuring Entity District	Dhaka
6 Expression of Interest for Selection of	Consulting Firm for Establishment of Museum & Archive and library Automation of International Mother Language Institute (IMLI).
7 EOI Ref No.	14/2015-2016
8 Date	21-03-2016

**KEY INFORMATION**

9 Procurement Method	Quality and Cost Based Selection Method
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**FUNDING INFORMATION**

10 Budget and Source of Funds	GOB
11 Development Partners (if applicable)	Not Applicable

**PARTICULAR INFORMATION**

12 Project / Programme Code (if applicable)	Not Applicable
13 Project / Programme Name (if applicable)	Not Applicable
14 Receiving EOI Document	Office of the Director General, International Mother Language Institute, Dhaka
15 EOI Closing Date and Time	19-04-2016      11.30 AM
16 EOI Opening Date and Time	19-04-2016      12.00 PM

**INFORMATION FOR TENDERER**

**Brief Description of Assignment**

International Mother Language Institute (IMLI) contains about one hundred different types of script objects. It has a rich reference library. IMLI wants to preserve detailed information of all these objects in a secured database system in the Museum & Archive to prevent loss of historical information of these valuable language objects.

The scopes of the assignment are as follows:

- Computerizations of International Mother Language Institute library using, RFID technology and Security Gate.
- Purchase or relevant books for creation of objects.
- Collection and creation objects.
- Documentation of objects and caption of exhibits.
- Installation of exhibits, storage and preservation of reserve collections.
- Mobile Application Audio-visual devices and equipment for both the museum and the archive.
- Supply of software for Archived and Scanning the books and documents. The archived data in the library should be browsed from any computing devices such as laptop, android based device etc.
- Production and collection of museum documentary films for continuous projection.
- The number of computers not less than 20, 4 scanner and necessary office furniture for library staff to facilitate online browsing & exploring all the rich world libraries such as British Museum Library, Australian National library of congress, Australian Indigenous library and so on.
- High resolution black & white and color printer, camera and other related equipments.
- Supply and installation of electrical appliances and fittings

**Experience. Resources and Delivery Capacity Required**

- 1) The Consulting Firm (lead bidder in case of JVCA) should have at least 5 (Five) years of working experience in the field of ICT Solutions in Bangladesh.
- 2) Experience on similar projects for development and maintenance support services with training to end user. The project should be currently running and operating at least for 3 (three) years.
- 3) Experience of completing at least 5 web-based and 2 mobile-based application (enterprise class) software projects within the last 5 (five) years for GOB and the application is in operation.
- 4) Should have record of working for project not less than **one core** Take in a single project within last 5 years .

- 5) The consultant firm should have experience on interactive PDF application on mobile system (Android and iOS) and web based system.
- 6) The consulting firm should have experience on library automation.
- 7) The consulting firm should have experience on IT project for Museum.
- 8) The consulting firm (lead bidder in case of JVCA) should have minimum CMMI-level 3 Certification.
- 9) The firm should be available with the following key technical personnel
  - Team Leader
  - Solution Architect .
  - Business Process Analyst.
  - System Analyst.
  - DBA, System Administrator, Network Administrator, Programmer/Developer, Graphics Designer, Tester, QA, Trainer, etc.
  - Library Expert (2)
  - Museum Expert(1),
  - Language Expert (2)

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**19 General Purposes:**

Interested firms or Organizations are invited to provide information and documents (brochures, trade license, VAT registration certificate, up to date income tax clearance certificate, description of similar assignments, summarizing their facilities and areas of expertise with administrative strength and financial capability etc) indicating that they are qualified to perform the services. Bank solvency specially should be submitted to indicate financial capability.

The firms or organizations may form Joint Venture, Consortium or Association (JVCA) to enhance their qualifications, but should mention whether the association is in the form of a "Joint-venture" or "Sub-consultancy". In the case of joint venture, all firms/entities shall be jointly and severally liable for the entire consultant's obligations under the contract. But in case of sub-consultancy the lead firm shall sign the contract and shall be liable for the entire consultant's obligation under the contract. The participating firms must confirm their mode of association clarifying the positions with signed MOU to be provided in the proposal. The EOI must be duly signed, initialed and submitted with a forwarding letter.

20 Association with foreign firm is

Not Applicable

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Ref.	Phasing of Services	Location	Indicative Start Date	Indicative Completion Date
No. Sl.				
1	All works	IMLI, Dhaka	From Contract Agreement	Up to 6 months

22 Name of Official Inviting Expressions of Interest

Md. Abdul Wahed  
deputy Secretary  
Deputy Director (Admin)

23 Designation of Official Inviting Expressions of Interest

Director General, International Mother  
Language Institute, Dhaka

24 Address of Official Inviting Expressions of Interest

IMLI, Dhaka

25 Contact details of Official Inviting Expressions of Interest

Tel. 8391346

26 The procuring entity reserves the right to accept or reject all tenders.

Md. Abdul Wahed  
deputy Secretary  
Deputy Director (Admin)