



MEGHNA PETROLEUM LIMITED
(A Subsidiary of Bangladesh Petroleum Corporation)
58-59, Agrabad Commercial Area, Chittagong.

INVITATION FOR EXPRESSIONS OF INTEREST

1	Ministry/Division	Ministry of Power, Energy and Mineral Resources / Energy and Mineral Resources Division
2	Agency	Bangladesh Petroleum Corporation (BPC)
3	Procuring Entity Name/ Executing Agency	Meghna Petroleum Limited, 58-59, Agrabad C/A, Chittagong, Bangladesh.
4	Procuring Entity District	Chittagong, Bangladesh.
5	Expression of Interest	For Design, Supply, Installation, Integration, Testing& Commissioning of web based and mobile device (android & iOS) supported e-Filing software system and its Post Warranty Services.
6	Title of Service	Appointment of IT firm for Design, Supply, Installation, Integration, Testing & Commissioning, and Providing Post Warranty Support Services of web based and mobile device (android & iOS) supported e-Filing Software System at MPL and its all up-country Offices/Depots on Turnkey Basis.
7	EOI Ref. No. & Date	PUR: 083; Date: 21.03.2017.
KEY INFORMATION		
8	Procurement Method	Open Tendering Method (OTM).
9	Procurement Sub-Method	Quality Cost Based System (QCBS) under RFP (Request for Proposal).
FUNDING INFORMATION		
10	Budget and Source of Funds	Own Source of Meghna Petroleum Limited.
PARTICULAR INFORMATION		
11	Project Name	Design, Supply, Installation, Integration, Testing& Commissioning of web based and mobile device (android & iOS) supported e-Filing software system at Meghna Petroleum Limited.
12	Last Date & Time of EOI Receiving	24-04-2017 at 15:00 hrs
13	EOI Receiving Place	Meghna Petroleum Limited, 58-59, Agrabad C/A, Chittagong.
BRIEF DESCRIPTION OF THE ASSIGNMENT		
14	a) Background	Meghna Petroleum Limited (MPL) is a subsidiary of Bangladesh Petroleum Corporation. It is the largest oil marketing company of Bangladesh. The Marketing network consists of one Main Installation (MI) at Chittagong, 4 regional office, 18 up-country oil depots and more than 600 Filling stations scattered throughout the country. Details of our functioning maybe found at www.mpl.gov.bd The company now wants to use the tools of Information and Communication Technology to modernize its operations. In this journey, an important milestone would be to turn the company into a fully electronic workplace with a "less paper" environment.
	b) Objectives	The projects envisages (a) A study of the existing processes in the company (b) A study and appropriate design of the hardware and networking system to run the software properly (c) Development & Implementation of a customized software solution, (d) Digitalization of documents to get the system operation (e) Training to the end users (f) annual maintenance of the software and support for the period of 5 years.
DOCUMENTS TO BE SUBMITTED ALONG WITH EOI		
15	a)	Application for Expression of Interest.
	b)	Brochures, Company Profile and Organizational Chart with position of experienced staff for each area.
	c)	Details of all IT/ITES projects executed in the past ten (10) years.
	d)	Details of two documents Digitalization & Management Projects including contracts and completion certificate, the applicant has satisfactorily completed during the last 5 (Five) years ending last day of the month prior to the one in which the EOI has been invited.
	e)	Company's incorporation certificate, up to date trade license, VAT registration certificate, Income Tax certificate, Bank solvency certificate, audit report/turnover report of the company.
	f)	The EOI with the proof of meeting the above should be accompanied by audited financial statement of the last 3 (three) financial years ending June 2016 is to be submitted along with the EOI Application
OTHER DETAILS		
16	a)	Any IT/ITES company registered in Bangladesh solely or as a JV lead partner can participate. The bidder/ lead bidder has to be registered under RJSC in Bangladesh. The bidder / lead bidder must be a member of BASIS for at least 5 years. In case of JV, the partner company has to be a registered Limited company and must be 5 Years old.
	b)	The bidder/ lead bidder should be certified under various international Quality Standards in the same / related fields.
	c)	The bidder/ lead bidder must have at least 5 yrs experience in the software development & implementation. The bidder/ lead bidder must have at least 3 years experience in the ERP development & implementation.
	d)	The bidder/ lead bidder must have a turnover of at least Taka 1 Crore Each year over the last three financial years from software services in case of JV, the total turnover must be more than 1 million USD.
	e)	Experience in setting up and successfully running Enterprise Resource Planning System (ERP) including systems (Workflow, Document Management Systems, MIS, File Management System viz creation, processing and decision making on e-file, tracking and extracting.
PROCURING ENTITY DETAILS		
17	Name of Official Inviting Tender	MD. HASINUR RAHMAN
18	Designation of Official Inviting Tender	Assistant Manager (IT)
19	Address of Official Inviting Tender	58-59, Agrabad C/A, Chittagong, Bangladesh
20	Contact details of Official Inviting Tender	Telephone: +88031-711891-7, Email:hasinroses_cse@yahoo.com
21	The procuring entity reserves the right to accept or reject any/all tenders without any reason whatever.	