**Prescribed Format for Submission of Expression of Interest (EOI)**

***(Same Form to be completed by each member of JV)***

|  |  |  |
| --- | --- | --- |
| **Package No.** | **:** | **SD-32** |
| **Title of Service** | **:** | **Selection of Consulting Firm for Third-Party Monitoring (Main Works including Plantation)** |

|  |  |  |
| --- | --- | --- |
| 1. **Letter of Submission [Addressing Project Director, SUFAL Project,BFD]** | | |
|  | | |
| 1. **General Experience of the Firm**   *(Year of Establishment, as per Registration Certificate)*  ***(Necessary Attachments: Company/Firm’s Registration Certificate)*** | **:** |  |
|  |  |  |
| 1. **Experience in working location** | : |  |
| |  |  |  | | --- | --- | --- | | 1. **Trade License No.** | **:** |  | | 1. **VAT Registration No.** | **:** |  | | 1. **Tax Payment Certificate** | **:** |  |   ***(Necessary Attachments: Valid Trade License, VAT Certificate,Tax Payment Certificate)*** | | |
| 1. **Firm/Company Background (General Information)**   ***(Necessary Attachments: Brochure etc.)*** | | |
| 1. **Financial Capacity of the Firm (Turnover of last 3 years)** |  |  |
| 1. **2019-20 (Up to Present)** | **:** |  |
| 1. **2018-19** | **:** |  |
| 1. **2017-18** | **:** |  |
| ***(Necessary Attachments: Audit Report)*** | | |
| 1. **Experience of the Firm in Similar Tasks/Assignments:**   *(Example of Past Experience of Required Nature and/or Complexity including Cost and Duration of the Assignment)* | | |
| **Total No. of Similar Nature Assignment done by the Firm** | **:** |  |
| |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | ***Project Name*** | ***Title/Description of Service*** | ***Type of Service*** | ***Name and Address of the Client*** | ***Service Duration (Start & End Dates)*** | ***Value of Service*** | | | ***Man-Month Input*** | | | ***Total Value*** | ***No. of Partners***  ***(if Any)*** | ***Value of Service Provided by the Firm*** | ***Firm’s Input*** | ***Partners’ Input*** | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |   ***(Necessary Attachments: Details Description of Mentioned Similar Nature Assignment done by the Firm Separately)*** | | |
| 1. **List of Managerial Professionals of the firm:** | | |
|  |  |  |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | ***SN*** | ***Name of Professionals*** | ***Position held in the Firm*** | ***Educational Qualification*** | ***Total Years of Experience*** | ***No. of Years as Firm’s Employee*** | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | | | |
| 1. **Organizational Capacity and logistics of the Firm** |  |  |
| 1. **Office Space (Area, Floor No. etc.)** | **:** |  |
| 1. **No. of Support Staffs (Excluding Key Professionals)** | **:** |  |
| 1. **Description of Important Office Equipment** | **:** |  |
|  | 1. :::: |  |