



Government of the People's Republic of Bangladesh  
Bangladesh Bureau of Statistics (BBS)  
**Population & Housing Census 2021 Project**  
Parishankhyan Bhaban (Block-B, 1<sup>st</sup> floor)  
E-27/A, Agargaon, Dhaka-1207.  
[www.bbs.gov.bd](http://www.bbs.gov.bd)

**Request for Expression of Interest (EOI)**

1.	Ministry	Ministry of Planning
2.	Division	Statistics and Informatics Division (SID)
3.	Procuring entity name	Project Director, Population & Housing Census 2021 Project, Bangladesh Bureau of Statistics (BBS)
4.	Expression of Interest for	Report Writing Consultant (intermittently)
5.	Eoi Ref. No	52.01.0000.409.39 199.20.1076
6.	Date	07 April 2021
7.	Procurement method	Selection of Individual Consultant (SIC)
8.	Budget and sources of fund	GOB
9.	Project Code	224295100
10.	EOI closing date and time	3:00 pm of 22 April 2021 and be marked on Envelope "Expression of Interest for Report Writing Consultant (intermittently).Submitted EOI (s) will be opened by the Tender/Proposal Opening Committee at 3:30 pm of 22 April 2021 at the project office.
11.	The Consultant will directly report to the Project Director. He will work with the project team under the supervision of Project Director as well.	
	<b>1) Qualification Criteria:</b>	<p><b>a) Education:</b> Master in Statistics/Mathematics/Economics or in any social science discipline.</p> <p><b>b) Experience:</b> (i) At least 07 years working experience in statistics work related management level. Also have sufficient working experience in statistical work, especially in census management, tabulation plan, report writing and organization, etc. (ii) Candidate with master in Statistics degree will be given preference. (iii) Must have sound knowledge to deal with Ms Office applications, data processing/ analyzing software including STATA/SPSS etc. (iv) Fluent in oral and written English.</p>
	<b>2) Scope of Services:</b>	<p>Key responsibilities include, but are not limited to:</p> <p>a) To prepare and conduct the census report preparation plan, pre-testing the census questionnaire, manuals, control forms, tabulation plan etc.</p> <p>b) Processing, compilation, tabulation and analysis of main census, PEC data and writing all reports;</p> <p>c) Prepare standard text for report writing assigned by the project director.</p> <p>d) Independently responsible for preparing training manual, organizing and imparting training for report writing.</p> <p>e) To perform any other task as assigned by the authority and required for successful completion of the project.</p> <p>f) The report/reports produced by the consultant will include but not limited to- PEC Report, Preliminary Report, National Report and Other report as needed</p> <p>g) Any other task assigned by Project Authority.</p>
	<b>3) Remuneration:</b>	A contract will be signed for 24 man months (intermittently) with the selected candidate as per PPA 2006 and PPR 2008. Remuneration will be paid in local currency (BDT). Payments will be made at the end of every month from the commencement with the condition of satisfactory performance report.
	<b>4) Duration of the Contract:</b>	Tenure of employment will be initially for 18 man months (intermittently) or till the end of June, 2024, which one ends earlier. The duration may be extended subject to the approval of the competent authority.
12.	Number of individual Consultant	01 (One)
13.	Name of the official inviting EOI	Mr. Kabir Uddin Ahmed
14.	Designation of the official inviting EOI	Project Director, Population & Housing Census 2021 Project, Bangladesh Bureau of Statistics (BBS)
15.	Address of Official Inviting EOI	Project Director, Population & Housing Census 2021 Project, Parishankhyan Bhaban (Block-B, 1st floor), E-27/A, Agargaon, Dhaka-1207.
16.	Contact of the official inviting EOI	Phone: 02-55007008; Email: pd_phc21@bbs.gov.bd
17.	Information is available at	website: <a href="http://www.bbs.gov.bd">www.bbs.gov.bd</a> and <a href="http://www.sid.gov.bd">www.sid.gov.bd</a>

Interested Candidates are invited to submit their EOI indicating that they are qualified to perform the services, details of experiences and required qualifications stated above. Interested Candidates are also requested to submit the photocopy of all academic certificates, proof of experiences. The candidate must mention his/her educational qualifications and required experiences according to 11.1- a) & 11.1- b) of this EOI in the Curriculum Vitae (CV) along with the filled in Eoi/application.

The Procuring Entity reserves the right to accept or reject any or all EOI's

Sd./  
Kabir Uddin Ahmed  
Project Director  
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Email: [pd\\_phc21@bbs.gov.bd](mailto:pd_phc21@bbs.gov.bd)