

Request for Expression of Interest (EOI)

[for Short-term National Consultant - Monitoring Inspection and Evaluation Officer]

1	Ministry/Division	Ministry of LGRD&C
2	Agency	Local Government Division
3	Client Name	Head of Local Government Division
4	Client Code	5-3701
5	Client District	Dhaka
6	Expression of Interest for selection of	National Consultant - Monitoring Inspection and Evaluation Officer.
7	EOI Reference No	LGD/AVCB-III/Ops/IC-MIE/100/2025/313; Date: 1 September 2025 (APP ID: 217203 & Package No.: SD11/05)
8	Publication Date	3 September 2025
9	Procurement Method	Selection of Individual Consultant
10	Source of Funds	GoB
11	Development partner	EU and UNDP
12	Project name and code	Activating Village Courts in Bangladesh Project Phase III (Code:224375400)
13	EOI Closing Date and Time	16 September 2025 and 3.00 pm.
14	Brief Description of the Assignment	The overall objective of the assignment is to assist the project and MIE Wing of LGD regarding monitoring of Village Court performance in project working areas through implementing the DMIE system.
15	Qualification and Experience	<ul style="list-style-type: none"> ▪ Must have at least Graduation but Masters in Social Science or Statistics or any other relevant discipline from any reputed University will be given priority. ▪ Minimum 5 years working experience with GoB or any UN agencies or development projects with experience in monitoring, and report writing. ▪ Experience/expertise on web-based application or handling of MIS monitoring system. ▪ Experience on data analysis and compilation of report will be considered as an added value. ▪ Demonstrated expertise in capacity building, including designing and delivering training programmes ▪ Must have experience in operating MS Office (MS Word, Excel, Access, PowerPoint etc).
16	Other Details	As described in the ToR.
17	Duration of Services, Location and Indicative Starting Date	<p><i>Duration of the assignment is 21 months and 1st contract will be issued for 12 months and contract will be renewed or extended yearly based on satisfactory performance of the incumbent.</i></p> <p><i>The consultant will be based in Dhaka; but she/he requires to field visit inside and outside of Dhaka within Bangladesh. Indicative starting date of the contract is 1 October 2025.</i></p>
18	Name & Address of the office(s)	<p>Name: Activating Village Courts in Bangladesh Project Phase III</p> <p>Addresses: United Nations Development Programme (UNDP), IDB Bhaban (Level 12), Sher-e-Bangla Nagar, Agargaon, Dhaka, Bangladesh</p>
19	<p>- Obtaining EOI</p> <p>- Receiving and Opening EOI</p>	<p>Activating Village Courts in Bangladesh Project Phase III, IDB Bhaban (Level 12), E/8 Begum Rokeya Sharani, Sher-e-Bangla Nagar, Dhaka.</p> <p><i>N.B. EOI may be obtained during normal office hours and will also be available in the website: www.villagecourts.org</i></p> <p>EOI to be submitted in sealed envelope and delivered to "National Project Director, Activating Village Courts in Bangladesh Project Phase III, IDB Bhaban (Level 12), Sher-e-Bangla Nagar, Agargaon, Dhaka", and be clearly marked "Request for Expressions of Interest for Selection of National Consultant for Monitoring Inspection and Evaluation Officer".</p> <p>N.B. Relevant documents regarding education and experience shall be submitted/attached along with EOI submission.</p>
20	Name of Official Inviting EOI	Surayya Akhtar Jahan
21	Designation of Official Inviting EOI	National Project Director, AVCB Phase-III and Additional Secretary, LGD, MoLGRD&C
22	Address of Official Inviting EOI	Activating Village Courts in Bangladesh Project Phase III, IDB Bhaban (Level 12), E/8 Begum Rokeya Sharani, Sher-e-Bangla Nagar, Dhaka-1207.
23	Contact details of Official Inviting EOI	<p>Tel: (8802) 9183466-8 Fax: (880-2) 9183470 Email: info.avcb@undp.org</p> <p>Ext: 1225</p>
24	The procuring entity reserves the right to accept or reject all EOI or annul the EOI proceedings without giving any explanation.	



Surayya Akhtar Jahan
National Project Director