



# বাংলাদেশ বিদ্যুৎ উন্নয়ন বোর্ড

## Bangladesh Power Development Board

কেন্দ্রীয় সচিবালয়  
ওয়ানদা ভবন(২য় তলা)  
মতিঝিল বা/এ, ঢাকা।  
ফোন : ০২ ৫৫৪২০৯, ০২ ৯৫৬৭৩৫০

Memo No:

BPDB (Seett)/Dev

27.11.0000.101.14.002.17-829

Date: 22/03/2017

### Request for Expression of Interest (REOI)

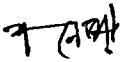
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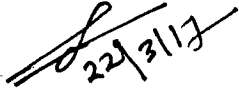
### Accounting System Specialist (ASS)

For Automation of Financial System/Reporting of BPDB using Financial Management Software

Ministry/Division	Ministry of Power, Energy and Mineral Resources, Power Division
Agency	Bangladesh Power Development Board
Procurement Entity Name	Project Director, Re-Powering Project of Ghorashal 4 <sup>th</sup> Unit, Palash, Narsingdi
Procurement Entity Code	None
Procurement Entity District	Narsingdi
Request for Expression (REOI) for selection of	Individual Consultant - Accounting System Specialist (ASS) for Automation of Financial System/Reporting of BPDB using Financial Management Software
Title of Service	Request for Expression of Interest (REOI) for Accounting System Specialist (ASS)
EOI Ref No.	Memo No: BPDB (Seett)/Dev 27.11.0000.101.14.002.17-829
Date	Date: 22/03/2017
Procurement Method	QCBS
Budget & Source of Funds	International Development Association (IDA)
Development Partners	World Bank
Project and Program Name	Ghorashal Unit 4 Re-Powering Project, Palash, Narsingdi.
EOI Closing Date and Time	Date : 23.04.2017, Time: 11.00 am.
Brief Description of Assignment	<ol style="list-style-type: none"><li>1. The consultants may assess the whole system of power sector accounting process and gives proposal to make a uniform system of accounting among all the utilities;</li><li>2. The consultant will assess the existing accounting and financial management systems and processes. The assessment will need to be documented and necessary charts/diagrams will be drawn;</li><li>3. The existing infrastructure will need to be assessed along with human resources capacity in terms of using computer assisted accounting systems in the agency;</li><li>4. A report on the existing system assessment identifying strengths, weaknesses and opportunities of the current system will need to be presented to the Finance/Accounts Department within 3 months from the inception of the consultancy contract;</li><li>5. A gap analysis would need to be carried out to showcase gaps between an ideal system and the existing system. This report will also identify the system requirement;</li><li>6. Concept note of the 'required system improvement' will be prepared where areas of improvement will be detailed out, process by process;</li><li>7. A detailed design of the system will need to be prepared considering all financial process of the agency in accordance with the concept note and the design will be presented to Finance/Accounts department for discussion and then to the committee for approval;</li><li>8. The consultant will have to ensure that the design of the system will comply with all national and international standards professional standards;</li><li>9. The consultant will draw a clear timeline for the designed system implementation;</li><li>10. Based on the assessment, the consultant will prepare a detailed specification of "Accounting System" of BPDB for tendering processes;</li></ol> All other assignment are mention in the TOR
Required Qualification	<ul style="list-style-type: none"><li>• Have Master's degree in Accounting/Finance/Banking/Management.</li><li>• Have professional accounting qualification CA/ACCA/CMA/CPA</li><li>• Experienced in implementation of ERP/Organization-wide accounting system implementation</li><li>• Be familiar with programming and data design for Information Systems</li><li>• Have excellent communication skills in Bangla and English</li><li>• Prior experience in system assessments of Government and non-Government organization</li></ul>

Require Experience and Skills	<ul style="list-style-type: none"> <li>➤ Is fully conversant with and have had hands on experience in application software and also in Computerized Accounting System with ability to assist in implementation and customization;</li> <li>➤ Strong organizational and planning skills with the ability to work independently as under pressure.</li> <li>➤ Strong interpersonal communicative skills, experience in team leadership and participatory management.</li> <li>➤ At least with 10 years experience in the relevant field of assignment with comprehensive intellectual and professional knowledge and skill.</li> </ul>
Other Information	<ol style="list-style-type: none"> <li>1. The applicant will have to submit PP size photograph along with his/her CV.</li> <li>2. The short listed candidates will be invited for interview before selection.</li> <li>3. Persons who are already in employment shall send application through proper channel, otherwise they shall not be considered for appointment.</li> <li>4. Interested persons should obtain Request for Application (RFA) from "Office of the Project Director, Ghorashal Unit 4 Re-Powering Project, Biddut Bhaban (11<sup>th</sup> Floor), 1, Abdul Gani Road, Bangladesh Power Development Board, Dhaka" from 10:00 am to 4:00 pm (except holidays). Request for Application (RFA) must be delivered on or before 23.04.2017 at 11:00 am by hand delivered to "The Secretary, Bangladesh Power Development Board, Wapda Bhaban, 1st Floor, Motijheel, Dhaka."</li> <li>5. Please mark clearly on the envelope Expression of Interest for "Accounting System Specialist (ASS)." Necessary documents in support of educational qualifications and experience &amp; skills shall have to be submitted. Late submissions will be rejected.</li> </ol>
Name of officials Invitation EOI	Md Shah Nawaz
Designation and Address of Official Invitation EOI	Project Director, of Ghorashal Unit 4 Re-Powering Project, 1, Abdul Goni Road, Biddut Bhaban (11 <sup>th</sup> floor), Dhaka-1000.
Contract Details of Official Invited EOI	Phone : 017 051 00460      Email : nawazbpd@yahoo.com
The client reserves the right to reject any of the EOI or all EOIs.	

  
**Md. Shah Nawaz**  
 ID No. 01-0754  
 Project Director  
 Ghorashal Unit-4 Re-Powering Project  
 BPDB, Palash, Narsingdi.


  
 (Mina Masud Uzzaman)  
 Secretary  
 Bangladesh Power Development Board  
 Wapda Bhaban, Dhaka.  
 Date: 22 / 03 / 2017

Memo No: -BPDB (Sect)/Dev-

27.11.0000.10.14.002.17-829

Copy for information & necessary action to :

1. DG, CPTU, IMED, Dhaka.
2. Member, Finance/P&D, BPDB, Dhaka.
3. Chief Engineer, PSC/P&D, BPDB, Dhaka.
4. Controller, Accounts & Finance, BPDB, Dhaka.
5. Project Director, Re-Powering Project of Ghorashal Unit 4, BPDB, Palash, Narsingdi.
6. CSO to Chairman, BPDB, Dhaka.
7. Director Design & Ins,-1/3/Project Planning/Program, BPDB, Dhaka.
8. Director Public Relation. BPDB, Dhaka. He is to request to take necessary steps to publish the Procurement Notice in National Daily News Papers.
9. Senior System Analyst, BPDB, Dhaka. He is requested to post the Procurement Notice and TOR in BPDB Website.
10. Addl. Director, contract & Consultant Administration, BPDB, Dhaka.
11. Office Copy.

  
 (Pranab Kumar Ghosh)  
 Assistant Director (Development)  
 Central Secretariat, BPDB, Dhaka-1000.