

Government of the People's Republic of Bangladesh
Office of the Project Director
Strategic Environmental Assessment (SEA) of South West Region of Bangladesh for Conserving the Outstanding Universal Value of the
Sundarbans Project
Bangladesh Forest Department, Ban Bhaban, Agargaon, Dhaka-1207, Bangladesh

Memo no: 22.01.0000.013.029.002.20.95

Date: 24 /02/2021

Request for Expression of Interest (EoI)
Selection of Firms for
Production of a Video Documentary on Sundarbans Conservation

1.	Ministry or Division	Ministry of Environment, Forests and Climate Change
2.	Agency	Bangladesh Forest Department
3.	Procuring Entity Name	Project Director, SEA Project, Bangladesh Forest Department
4.	Procuring Entity District	Dhaka
5.	EoI Reference No. and date	SEA/BFD/Service-01/2021 date 24/02/2021
6.	Budget and Source of funds	GOB
7.	Expressions of Interest for	Short-listing of firms for Production of a Video Documentary on Sundarbans Conservation
8.	Procurement Method	QCBS (Quality and Cost Based Selection)
9.	EoI Publication Date	24/02/2021
10.	EoI Closing Date & Time	Date: 16/03/2021 Time: 3.00 P.M
11.	Brief Description of Services	<ul style="list-style-type: none"> • The video documentary will be 8-10 minutes long including 1-1.5 minutes animation, • HD quality camera filming on land, water and air (drone) inside and outside Sundarbans, • Narration in Bangla with English subtitle.
12.	Experiences, Resources & Delivery Capacity of the firm	<p>(a) Minimum 05 (five) years' experience in Production of Video Documentary, TV spot/Docu-drama/Animation;</p> <p>(b) The firm must have experience in producing at least 03 (three) video documentaries/TV spot/Docu-drama/Animation for national/international organizations;</p> <p>(c) Demonstrated ability to produce documentary using technical terminology of Forestry, Environmental Science, Natural Resource Management and Climate Change;</p> <p>(d) Experience of making documentary/ TV spot/Docu-drama/Animation for public/private TV channel or government/autonomous body/ international organizations will be an advantage;</p> <p>(e) Financial soundness of the firm and</p> <p>(f) Staffing and logistics of the firm.</p>
13.	Other required documents/ Information	<p>Interested consulting firms shall submit:</p> <ul style="list-style-type: none"> • Company registration/trade license, e-TIN and VAT registration certificate; • List of Key Professionals with their qualification & experiences; • Experience of the Firm in Similar Assignments with evidences and video links; • Financial turnover of last three years and Audit Reports (if applicable); • Company Profile, Brochure of the Firm.
14.	Name of the Official Inviting EoI	Md. Zaheer Iqbal
15.	Designation of the Official Inviting EoI	Project Director
16.	Address of the Official Inviting EoI and Place of Submission of the EoI	SEA Project, RIMS Unit, 3rd Floor, Banbhaban, Agargaon, Dhaka-1207
17.	Contact Details of the Official Inviting EoI	Telephone: 88-02-8181744 Fax: 88-02-8181741 Email: zaheer.iqbal@bforest.gov.bd and z.iqbal60@gmail.com
18.	The authority reserves all rights to accept or reject any or all EoIs without any reason	
19.	For details, please visit www.bforest.gov.bd	

Md. Zaheer Iqbal
Project Director, SEA Project
Forest Department