



EASTERN REFINERY LIMITED
(A subsidiary of Bangladesh Petroleum Corporation)
North Patenga, Chattogram



REQUEST FOR EXPRESSION OF INTEREST FOR SELECTION OF CONSULTING FIRM (INTERNATIONAL) FOR SETTING UP AN ISO/IEC 17025 (LATEST VERSION) ACCREDITED LABORATORY FOR TESTING AT ERL

1	Ministry/Division	Ministry of Power, Energy and Mineral Resources/ Energy and Mineral Resources Division
2	Agency	Bangladesh Petroleum Corporation (BPC)
3	Procuring Entity Name	Bangladesh Petroleum Corporation (BPC) Executing Agency: Eastern Refinery Limited (ERL)
4	Procuring Entity District	Chattogram
5	Expression of interest for selection of	Consulting firm (International) to provide Consultancy services for setting up an ISO/IEC 17025 (latest version) accredited Laboratory for Testing at ERL
6	EOI Ref. No.	ERL/QC/LABORATORY/2024
7	Date	26/09/2024
KEY INFORMATION		
8	Procurement Method	Quality and Cost Based Selection (QCBS)
FUNDING INFORMATION		
9	Budget and Source of Funds	Bangladesh Petroleum Corporation (BPC)
PARTICULAR INFORMATION		
10	EOI Closing Date, Time & Place	06 Nov, 2024 at 14:00 Hrs (BST), Place: General Manager (Planning & Development), Bangladesh Petroleum Corporation (BPC), BSC Bhaban, Saltgola Road, Chattogram-4100.
11	EOI Opening Date, Time & Place	06 Nov, 2024 at 14:30 Hrs (BST), Place: General Manager (Planning & Development), Bangladesh Petroleum Corporation (BPC), BSC Bhaban, Saltgola Road, Chattogram-4100.
INFORMATION FOR APPLICANT		
12	Brief Description of Assignment/Services	<p>Eastern Refinery Ltd. (ERL), a Subsidiary of Bangladesh Petroleum Corporation (BPC) under the administrative control of Energy and Mineral Resources Division of the Ministry of Power, Energy and Mineral Resources, Government of the Peoples Republic of Bangladesh. ERL is engaged in producing petroleum products through processing of Crude Oil. ERL intends to appoint a Consulting Firm (International) to provide Consultancy Services for setting up an ISO/IEC 17025 (latest version) accredited laboratory for Testing at ERL. The objectives of the consultancy services are included but not limited to the following:</p> <ol style="list-style-type: none">Feasibility study including cost estimation for the laboratory based on the information mentioned in the Terms of Reference (ToR). The ToR will be available in BPC's (www.bpc.gov.bd) and ERL's website (www.eryl.gov.bd).Preparation of design and drawings for construction of the laboratory building with ancillaries based on ToR.Preparation of a guideline for ensuring ISO/IEC 17025 (latest version) accreditation for testing mentioning conditions and requirements (general, structural, resource, process, management system, metrological traceability etc. related).Preparation of tender document in congruence with PPA 2006 and PPR 2008 for invitation of tender for construction of the laboratory building with ancillaries conforming design and drawings as well as considering requirements for accreditation.Evaluation of tenders (technical & financial) submitted by the bidders based on the requirements and conditions mentioned in the tender document for selection of a competent contractor.Perform contract management as per contract between the successful bidder and ERL till issuance of completion certificate of the laboratory building constructed for ISO/IEC 17025 (latest version) accreditation.Provide necessary assistance to get ISO/IEC 17025 (latest version) accreditation of the laboratory for testing.

13	Experience, Resources and Delivery Capacity Required	<p>The Applicant(s) shall meet the following eligibility criteria and shall furnish the documentary evidence in support of their eligibility criteria:</p> <ul style="list-style-type: none"> a) The minimum number of years of general experience in consultancy service as Prime Consultant shall be 15 years; years counting backward from the date of publication of EOI. b) The consulting firm(s) as Prime Consultant shall have experience in consultancy service to set up minimum 2 (two) ISO/IEC 17025 accredited laboratory for testing during the last 10 years; years counting backward from the date of publication of EOI. c) At least 01 (one) key professional must have the ISO/IEC 17025 Understanding and relevant Assessor course certification. d) Submit a summary of consultancy services of similar nature completed in last 10 (ten) years. Completion certificate of the same shall be submitted. e) All Certificates of consultancy services shall be in client's letter head pad having address, telephone & fax numbers and e-mail of the clients and shall include name, location, description and duration of services as well as contract amount. f) Applicant(s) shall have updated Trade License, VAT registration certificate, Income Tax certificate, Trade and organizational enrollment/certificate of incorporation and legal capacity to perform the service. g) The consulting firm(s) shall have requisite number of appropriate and experienced key professionals as mentioned in the ToR. A list of key professionals and their signed CV's with photograph & copy of all relevant certificates shall be submitted. h) The consulting firm(s) shall submit Audit Report for last 3 (three) years. i) The consulting firm(s) shall submit a Bank Solvency Certificate. j) Others as detailed in ToR. 																				
14	Other Details	<p>Other information are as follows:</p> <ul style="list-style-type: none"> a) The applicant of EOI shall submit the letter of application, basic data sheet, key professional staff and general & specific experience in prescribed format attached with ToR. b) The firm(s) may form Joint venture or association. Total number of firms including their associates will be maximum 2 (two). c) In case of Joint Venture (JV), an appropriate Declaration of Intent to work as a JV in the event of award of contract, signed by all JV partners mentioning the name of the lead partner and the name of authorized signatory. d) The EOI shall be submitted in 2 sets (one original & one copy) on or before the specified date, time and place. The applications will be opened on the specified date, time and place in presence of the representatives of the EOI applicants (if any). e) The EOI shall be submitted in sealed envelope and clearly marked with name of the assignment to the office of the inviting official. f) Information about consulting firm including brochure shall be submitted. g) Short list of consulting firm(s) will be made based on evaluation of application of EOI(s) submitted. Request for Proposal (RFP) will be sent to those short-listed firm(s) and proposal(s) will be evaluated on Quality and Cost Based Selection (QCBS) method. h) Interested applicants may obtain further information from the official inviting tender. 																				
15	Association with foreign firm is	Encouraged.																				
16	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">Phasing of Services</th> <th style="text-align: center;">Location</th> <th style="text-align: center;">Indicative Start Date</th> <th style="text-align: center;">Indicative Completion Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; vertical-align: middle;">01</td> <td>Feasibility study including cost estimation, submission of design and drawing and preparation of tender document.</td> <td style="text-align: center;">ERL, North Patenga, Chattogram.</td> <td style="text-align: center;">Within 7 (seven) days of signing contract.</td> <td style="text-align: center;">Within 270 (two hundred seventy) days from signing of contract.</td> </tr> <tr> <td style="text-align: center; vertical-align: middle;">01</td> <td>Evaluation of tenders (technical & financial) and recommendation to the purchaser for selection of a competent contractor.</td> <td style="text-align: center;">Do</td> <td style="text-align: center;">Within 7 (seven) days after submission of tender.</td> <td style="text-align: center;">Within 60 (sixty) days from submission of tender.</td> </tr> <tr> <td style="text-align: center; vertical-align: middle;">02</td> <td>Contract management for construction of ISO/IEC 17025 (latest version) accredited laboratory.</td> <td style="text-align: center;">Do</td> <td style="text-align: center;">After handover of construction site.</td> <td style="text-align: center;">Within 720 (seven hundred twenty) days from the start date.</td> </tr> </tbody> </table>	Phasing of Services		Location	Indicative Start Date	Indicative Completion Date	01	Feasibility study including cost estimation, submission of design and drawing and preparation of tender document.	ERL, North Patenga, Chattogram.	Within 7 (seven) days of signing contract.	Within 270 (two hundred seventy) days from signing of contract.	01	Evaluation of tenders (technical & financial) and recommendation to the purchaser for selection of a competent contractor.	Do	Within 7 (seven) days after submission of tender.	Within 60 (sixty) days from submission of tender.	02	Contract management for construction of ISO/IEC 17025 (latest version) accredited laboratory.	Do	After handover of construction site.	Within 720 (seven hundred twenty) days from the start date.	
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	03	Assistance for ISO/IEC 17025 (latest version) accreditation for testing.	Do	After issuance of completion certificate of the laboratory building construction.	Within 720 (seven hundred twenty) days from the start date.
PROCURING ENTITY DETAILS					
17	Name of Official Inviting Expressions of Interest.		Mohammad Shamiul Islam		
18	Designation of Official Inviting Expressions of Interest		Assistant General Manager (Quality Control)		
19	Address of Official Inviting Expressions of Interest		Eastern Refinery Limited, North Patenga, Chattogram-4204, Bangladesh.		
20	Contact Details of Official Inviting Expressions of Interest		Telephone No.: +88-02-3333-01261-70, Ext-280. Fax: +88-02-3333-01269. Mobile No.: +88-01321149028. E-mail: agmqc@erl.com.bd, md-office@erl.com.bd		
21	The procuring entity reserves the right to accept or reject any or all EOI(s) without assigning any reason. If any false declaration, incorrect or forged certificates/papers are found with an EOI, the EOI shall be declared non-responsive.				
22	If EOI(s) can't be received/opened on the date of schedule due to any unavoidable circumstances, the same will be received/opened on the next working day at the same time and same place.				

(Mohammad Shamiul Islam)
Assistant General Manager (QC)
Eastern Refinery Limited
North Patenga, Chattogram