



**EXPRESSION OF INTEREST (EOI)
FOR
SELECTION OF INTERNATIONAL CONSULTING FIRM
FOR
CONDUCTING TECHNO ECONOMIC FEASIBILITY STUDY
FOR
CONSTRUCTION OF PUMPING STATION AND TANK FARM
AT
MOHESKHALI, COX'SBAZAR, BANGLADESH**

Procuring Entity : Bangladesh Petroleum Corporation (BPC)
Executing Agency : Eastern Refinery Limited (ERL)

February, 2024





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Section-A
Notice Inviting Expression of Interest

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01.	Division/Ministry	Energy and Mineral Resources Division / Ministry of Power, Energy and Mineral Resources.
02.	Agency	Bangladesh Petroleum Corporation (BPC)
03.	Name of Procuring Entity	Bangladesh Petroleum Corporation (BPC) Executing Agency : Eastern Refinery Limited (ERL)
04.	Title of Service	Techno Economic Feasibility Study for Construction of Pumping Station and Tank Farm at Moheskhali, Cox'sbazar, Bangladesh.
05.	Procuring Entity District	Chattogram, Bangladesh.
06.	Expression of Interest for	Selection of International consulting firm for conducting Techno Economic Feasibility Study for Construction of Pumping Station and Tank Farm at Moheskhali, Cox'sbazar, Bangladesh.
07.	EOI Ref. No.	28.25.0000.010.08.001.24/PSTF/EOI/01
08.	Date	18/02/2024
09.	Procurement Method	Quality and Cost Based Selection (QCBS) Method.
10.	Budget and Source of Funds	BPC's own fund.
11.	Development Partner	N/A
12.	Project/Programme Code	N/A
13.	Project/Programme Name	N/A
14.	EOI Closing Date, Time and Place of submission	Date : 22 April, 2024, Time : 14:00 Hrs (BST) Place : General Manager (Planning & Development) Bangladesh Petroleum Corporation (BPC) BSC Bhaban, Saltgola road, Chattogram-4100
15.	EOI Opening Date, Time and Place of Opening	Date : 22 April, 2024, Time : 14:30 Hrs (BST) Place : General Manager (Planning & Development) Bangladesh Petroleum Corporation (BPC) BSC Bhaban, Saltgola road, Chattogram-4100
16.	Brief Description of the Assignment	Conducting Comprehensive Techno-Economic Feasibility Study for Construction of Pumping Station and Tank Farm at Moheskhali, Cox'sbazar, Bangladesh. The EOI application shall be submitted by the interested applicants in accordance with the scope of services as described in the EOI document.
17.	Experience, Resources and Delivery Capacity Required	Consulting Firms will be shortlisted based on the following experience/qualification criteria to be assessed from the documents submitted with the application subject to verification as necessary : (a) Overall general experience of having been engaged in relevant field during last 10 (ten) years, preceding the date of





		<p>submission of the EOI application, in providing consultancy services in oil and gas industry as either a single entity or a joint venture (JV) partner.</p> <p>(b) Specific experience of having successfully completed within last 10 (ten) years, preceding the date of submission of the EOI applications, at least 01 (one) experience of conducting techno-economic feasibility study for Construction of Pumping Station and Tank Farm (Construction of petroleum oil storage and pumping facilities), as either a single entity or a JV partner.</p> <p>(c) The firm must be technically sound and financially solvent and it will provide list of skilled staffs especially in technical and financial analysis, surveyor, data collector, field supervisor etc.</p> <p>(d) The qualification/experience of only the JV partners will be evaluated while the qualification/experience of the Sub-contractors or Sub-consultants or Associate firms will not be included in the evaluation process.</p> <p>(e) The firm shall have originated from an eligible source country (Countries having diplomatic relation with Bangladesh).</p>
18.	Other Details	<p>Short list will be made upon receipt of EOIs and subsequent evaluation. Request For Proposal (RFP) documents will be sent to the short-listed firms and the firm will be selected based on Quality and Cost Based Selection (QCBS) method in accordance with PPA 2006 and PPR 2008 of Bangladesh. The intending consulting firms are requested to collect the "EOI document" from the office of the General Manager (Planning & Development), Bangladesh Petroleum Corporation (BPC), BSC Bhaban, Saltgola Road, Chattogram-4100, Bangladesh during office hours or download from ERL Website : www.erl.com.bd OR www.erl.gov.bd and BPC website: www.bpc.gov.bd and Bangladesh Public Procurement Authority (BPPA) website: www.cptu.gov.bd</p> <p>The Client will respond to any written request for clarification, provided that such request is received no later than 15 (fifteen) days prior to the deadline for submission of EOI applications.</p>
19.	Documents Comprising the Expression of Interest (EOI)	<p>Interested consulting firms from any country (Except Countries with whom Bangladesh has no diplomatic relation) having above mentioned qualification are requested to submit 03 (three) copies of duly signed and sealed EOIs (One original & two copies) through Courier/Postal service/Inhand to the address General Manager (Planning & Development), Bangladesh Petroleum Corporation (BPC), BSC Bhaban, Saltgola Road, Chattogram-4100 together with the following documents :</p> <p>a) Letter of Application;</p> <p>b) Basic Data Sheet of the Consulting Firm;</p> <p>c) Key Professional Staff of the Consulting Firm to handle such assignment;</p> <p>d) General Experiences (Specially in oil and gas industry) of the Consulting Firm of last 10 (ten) years. Certificate from the Employer/Authority that the company has been completed successfully;</p>





		<p>e) Annual Audited Reports of last 03 (Three) years.</p> <p>f) As an evidence of specific experience [Conducting techno-economic feasibility study for Construction of Pumping Station and Tank Farm (Construction of petroleum oil storage and pumping facilities)], concerned client's certificate stating satisfactory completion of the services including as minimum, a brief and clear description of Consultant's services together with duration of services from commencement to completion.</p> <p>g) In case of joint venture (JV), an appropriate Declaration (as per Rule : 54 of PPR 2008) 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 the authorized signatory;</p> <p>h) Certificate of Incorporation;</p> <p>i) Trade license / Business license;</p> <p>j) Organization chart showing professional strength;</p> <p>k) Colored brochure;</p> <p>l) List of sub-contractor and/or sub-consultant along with their detailed experiences in the relevant field;</p>
20.	Firms' Composition	<p>Interested consulting firms may either be a single firm or Joint Venture (JV) of more than one firms.</p> <p>In the case of a JV, all members of such JV should have real and well-defined inputs to the assignment and the number of firms in the JV shall be limited to a maximum of two (2) excluding Subcontractors, Sub-consultants and Associate Firms if any.</p> <p>All JV partners shall be "Jointly and Severally" responsible for the assignment. An appropriate Declaration of intent in that regard and signed by all JV partners mentioning the name of the lead partner and the name of the authorized signatory shall be submitted with the EOI application.</p>
PROCURING ENTITY DETAILS :		
21.	Name of the official inviting EOI	Engr. Md. Ismail Hossain
22.	Designation of the official inviting EOI	Deputy General Manager (MIS) Eastern Refinery Limited (ERL)
23.	Address of the official inviting EOI	Eastern Refinery Limited North Patenga, Airport Road, Chattagrom-4204, Bangladesh
24.	Contact details of the official inviting EOI	Phone : +88-02-3333-01261-70, Ext. 230 Mobile : 01321149023 Fax : +88-02-3333-01269 E-mail : ismail.engr@gmail.com web : www.erl.com.bd , www.erl.gov.bd
<p>The procuring entity reserves the right to accept or reject any or all EOIs at any time or stage without assigning any reason whatever and no claim will be entertained in this regard.</p>		

(Engr. Md. Ismail Hossain)
Deputy General Manager (MIS)
Eastern Refinery Limited
North Patenga, Chattagrom

Engr. Md. Ismail Hossain
Deputy General Manager (MIS)
Eastern Refinery Limited
Chattagrom, Bangladesh.





Section-B

INSTRUCTIONS TO THE APPLICANTS

1.0 GENERAL

1.1 Background :

Energy is one of the main elements for sustainable development of any country. It is one of the life lines of Bangladesh to boost up the growth of industry, business, livelihood and other economic activities. Government is highly aware and active for increase of energy supply which is indispensable for continuation of country's progress. Petroleum products are of paramount importance in our national life. The present government accords very high priority to the issue of energy security.

Bangladesh Petroleum Corporation (BPC) is a statutory organization of the Government under the Energy and Mineral Resources Division of the Ministry of Power, Energy & Mineral Resources. BPC has been meeting the demand of Petroleum products of the country since its Inception through appropriate and efficient planning. BPC is responsible to import, store, refine, distribute and market of petroleum products throughout the country and also engaged to supervise, co-ordinate and control all the activities of its subsidiary companies and to develop/establish infrastructure facilities related to petroleum industry of the country to deal in petroleum, oils and lubricants (POL).

Eastern Refinery Limited (ERL), a subsidiary of Bangladesh Petroleum Corporation (BPC), is the only petroleum oil refinery in the country. ERL was established in 1968 with an annual crude oil processing capacity of 1.5 million MT. Currently, this company is able to supply 20% of the country's total petroleum (finished products) oil demand. As a result, the necessary additional national requirement of petroleum (finished products) oil is met through the import of finished products. In this context, BPC has under taken "Installation of ERL Unit-2" project with an annual crude oil processing capacity of 3.0 million MT. This will partially meet the increasing demand of fuel oil and ensure energy security of the country. If the project is implemented, the crude oil processing capacity of ERL will be 4.5 million MT per annum. In the meantime, a project titled "Installation of Single Point Mooring (SPM) with Double Pipe Line" has been implemented as a backward linkage to this project in order to supply of 4.5 million MT crude oil to ERL. Under the "SPM" project, a Pumping Station & Tank farm (PSTF) has already been established at Maheshkhali Upazila under Cox'sbazar district with 3 nos. crude oil tanks with each tank having a net capacity of 41,750 MT (50,000 cubic meters) and 3 nos. Diesel tanks with each tank having a net capacity of 25,000 MT (30,000 cubic meters). ERL with an annual crude oil processing capacity of 1.5 million MT, currently possessed an effective crude oil storage capacity of about 2,25,000 MT (2,69,400 cubic meters) by which it is possible to run the refinery continuously for about 55 days. But if the ERL Unit-2 project is implemented, then with this storage capacity it will be possible to run the plant for only 15-20 days. Since, the crude oil is completely import dependent, any delay in the import of crude oil will lead to shut down of the refinery. In order to maintain the sustainability of the refinery operation and to ensure the energy security of the country construction of more crude oil storage tanks has become very essential. On the other hand, the present high-speed diesel (HSD) storage capacity of the country is 6,05,862 MT which is not sufficient to meet the growing demand of the product. So, it is also envisaged to increase the HSD storage capacity to 80000 MT to meet the future demand scenario.

The optimal inventory level of petroleum products of the country is estimated to be 60 days of net consumption as per National Energy Policy, 2004. However, in accordance with the agreement on an International Energy Programme, each IEA country has an obligation to hold emergency oil stocks equivalent to at least 90 days of net oil imports. EU countries must maintain emergency stocks of crude oil and/or petroleum products equal to at least 90 days of net imports or 61 days of consumption, whichever is higher.





There is no scope to make more storage tanks/facilities in ERL premise even nearby area. Moreover, mother vessel cannot berth due to navigability and infrastructure limitations in Chittagong port. Furthermore, "Installation of Single Point Mooring (SPM) with double pipeline" has already been completed, which is crucial for the country. Under this project, a self-contained Pumping Station and Tank Farm (PSTF) having around 1,25,000 MT of crude oil and 75,000 MT of HSD/Diesel storage tanks is already been established in Moheskhal, Coxsbazar. Through the SPM, Crude oil and HSD/Diesel is directly unload from mother vessel and stored in these tanks. So, SPM project has been reduced the unloading time and cost significantly. This will also help BPC to plan import of petroleum products more efficiently resulting in additional cost savings. On the other hand, additional storage capacity will help to reduce the risk of supply disruptions during any unforeseen event and mitigate the risks associated with sudden volatility/turbulence in commodity price in international market. That's why, for future storage setup, BPC is planning to establish Strategic Oil Reserve at Moheskhal, Cox'sbazar which is very closer to PSTF of SPM project to ensure future energy security of the country.

1.2 Source of Fund :

The consultancy job will be financed from BPC's own fund.

1.3 Eligibility Criteria for submission of EOI Application :

Consulting Firms will be shortlisted based on the following experience/qualification criteria to be assessed from the documents submitted with the application together with verification as necessary :

- (a) Overall general experience of having been engaged in relevant field during last 10 (ten) years, preceding the date of submission of the EOI application, in providing consultancy services in oil and gas industry as either a single entity or a joint venture (JV) partner.
- (b) Specific experience of having successfully completed within last 10 (ten) years, preceding the date of submission of the EOI applications, at least 01 (one) experience of conducting techno-economic feasibility study for Construction of Pumping Station and Tank Farm, (Construction of petroleum oil storage and pumping facilities) as either a single entity or a JV partner.
- (c) The firm must be technically sound and financially solvent and it will provide list of skilled staffs especially in technical and financial analysis, surveyor, data collector, field supervisor etc.
- (d) The qualification/experience of only the JV partners will be evaluated while the qualification/experience of the Sub-contractors or Sub-consultants or Associate firms will not be included in the evaluation process.
- (e) The firm shall have originated from an eligible source country (Countries having diplomatic relation with Bangladesh).

1.4 Submission of Applications for short-listing of Consulting Firms :

The Consulting firm shall sign and stamp the Original EOI Application at all pages and submit the same in hard copy along with (all items mentioned in serial 4.1 of EOI document) two more copies of documents in an envelope duly marking the envelope as "EOI APPLICATION FOR SHORT LISTING OF CONSULTING FIRMS" to the address "General Manager (Planning & Development), Bangladesh Petroleum Corporation (BPC), BSC Bhaban, Saltgola Road, P.O. Box No. 2050, Chattogram-4100, Bangladesh" so as to reach his office within the submission deadline as specified in the EOI notice and bear the following identification :

TECHNO ECONOMIC FEASIBILITY STUDY FOR CONSTRUCTION OF PUMPING STATION AND TANK FARM AT MOHESKHALI, COX'SBAZAR, BANGLADESH.

1.5 Request for Proposal (RFP) documents will be issued to the shortlisted firms only.





2.0 OBJECTIVES OF THE CONSULTING SERVICES :

The objective of engagement of an international consulting firm under this invitation is to entrust such firm with the complete responsibility of conducting a Comprehensive and Conclusive Techno-Economic Feasibility Study including necessary survey and investigations and specific recommendations for review and decision making by BPC leading to subsequent steps in order to Construction of a Pumping Station and Tank Farm at Moheskhali, Cox'sbazar, Bangladesh.

3.0 SCOPE OF THE CONSULTING SERVICES :

3.1 The services to be provided by the consulting firm will tentatively comprise the following major activities which will be more fully and clearly enumerated in the subsequent Request for Proposal (RFP) document to be issued by BPC/ERL to the short-listed firms after reviewing the observations of the interested applicant firms upon examination of the suggestions on detailed scope of services made by the applicant firms in their EOI applications.

Consultant's scope of services includes the followings to meet the objectives of the assignments but not limited to –

- (a) Overview of existing storage facilities/capacities (Crude and HSD) of all subsidiaries of BPC. Review the same and recommendation as per National Energy Policy, 2004 based on the Integrated Power and Energy Master Plan-2023 to ensure the energy security of the country.
- (b) Study the site location and Climate condition including Cyclone and flood/Tidal bore (inundation level and history) of the proposed site and make recommendation.
- (c) Conduct digital topological survey, sub-soil investigation to identify whether the sub-soil condition i.e. the bearing capacity of soil is sufficient enough to carry out the design load of all infrastructures that should be constructed under the proposed Construction of "Pumping Station and Tank Farm at Moheskhali, Cox'sbazar" project.
- (d) Prepare a roadmap to implement the project.
- (e) Provide site lay-out Plan for the proposed Construction of "Pumping Station and Tank Farm at Moheskhali, Cox'sbazar" including storage tanks, equipment and machineries and all other infrastructures which include but not limited to office and accommodation building, control building, firefighting control station, pump house, generator building, boundary wall, internal roads and culverts, surface and underground rainy-water and oily-water drainage systems, Security system (Guard house, Watch Tower, Police Fari etc.), fire water network, reservoir or source of fire water with all utility, ancillary facilities and auxiliary infrastructure as required as per applicable international code and standard of latest version.
- (f) Assess and review the area of land required for this project.
- (g) Prepare detailed study of land development methodology and process including sources of filling sand/soil, mode of transportation of filling sand/soil and time required for development of the proposed land.
- (h) Prepare a Preliminary Pipeline and Instrument Diagram (P&ID) for the oil receive (from the unloading pipeline of SPM project) and delivery system (to and fro PSTF of SPM project, to Eastern Refinery Limited and all marketing Companies at North Patenga, Chattogram) hookup to SPM project.
- (i) Studies to incorporate the facilities of Custody Transfer flow meter, Lightning and Thunder protection system, Auto Tank Gauging (ATG) System, Supervisory Control and Data Acquisition (SCADA) system, Effluent and sludge treatment Plant (ETP), American Petroleum Institute (API) separator systems and provision of Inter Tank Transfer (ITT) system within the project and the PSTF of SPM Project.
- (j) Study and recommend the most appropriate source of uninterrupted Power supply to run the project independently as well as sharing of power with PSTF of SPM Project.
- (k) Detailed study of pumping facilities (to and fro PSTF of SPM project and to Eastern Refinery Limited and all marketing Companies at North Patenga, Chattogram) and ITT facilities (within the project and PSTF of SPM Project).





- (l) Carryout Initial Environmental Examination (IEE), Environment Impact Assessment (EIA) study in-line with the requirements of the Department of Environment, Bangladesh and propose mitigation actions including PRA (Participatory Rural Appraisal) & QRA (Quantitative Risk Analysis). Environmental Management plan (EMP) report.
 - (m) Obtaining the approval of Department of Environment for the EIA Report.
 - (n) Prepare estimated cost (accuracy of $\pm 10\%$) of the project including the cost of land acquisition and development.
 - (o) Detailed studies of Capital and Operating cost of the Project.
 - (p) Analyse the Financial and Economical [internal rate of return (IRR), Net Present Value (NPV) and payback period, cash flow] viability of the project.
 - (q) Prepare and submit a Feasibility Study Report as per NEC-ECNEC and Coordination Wing of Planning Division's guidelines format.
 - (r) Recommend further studies if required.
 - (s) The consultant shall provide all the assistance or reply the queries which may be required till the report is finally accepted by the competent authority.
 - (t) The Consulting firm shall be responsible for carrying out all necessary surveys and investigations including acquisition of all data/information from relevant sources either by themselves or by engaging experienced sub-contractors for the same.
 - (u) Studies regarding the future expansion of storage and pumping facilities.
 - (v) Prepare and Provide site location and Map including latest Plot index and Khatian (Dagsuchi and Khatian).
 - (w) Estimate time required for land acquisition, land development and/or improvement of sub-soil condition (if needed) etc.
 - (x) Prepare and submit a tentative Organogram/Operating manpower for the project.
 - (y) Consultant may propose any other facilities including modifications deemed necessary for the project.
 - (z) Prepare and submit the final report with recommendation of the most beneficial feasibility model for the project.
- 3.2 The applicant firms will submit in their EOI application the following for review of BPC/ERL and reflection in the RFP document :
- a) A list of survey, investigations and information needed for the Techno-Economic Feasibility Study together with realistic time schedule for each study.
 - b) A field-wise list (such as but not limited to Project Manager/Team Leader, Civil Engineer, Electrical and Electronic Engineer, Mechanical Engineer, Ecologist/Environmental, Financial/Economic Analyst etc.) and persons man-months requirements of foreign and local experts for each field needed to accomplish the complete task of the Techno-Economic Feasibility Study report for Construction of Pumping Station and Tank Farm at Moheshkhali, Cox'sbazar, Bangladesh.
 - c) A proposal on detailed scope of services and an indicative methodology of work for the completion of the study.
- 3.3 The Consulting firm shall be responsible for carrying out all necessary surveys and investigations including acquisition of all data/information from relevant sources either by themselves or by engaging experienced sub-contractors for the same.
- 3.4 BPC, if requested in writing by the consultant, may assist the consultant in the discharge of its services by way of issuance of recommendation letters and liaison with relevant sources as would be needed from time to time and to the extent possible. All requisite clearances, fees, charges etc. and compliance with the local/international laws required for completion of the study shall be the responsibility of the consultant.





4.0 SUBMISSION OF EOI APPLICATIONS :

- 4.1 The applicant Consulting Firm shall submit its Application along with following documents :
- Letter of Application (Form A);
 - Basic Data Sheet of the Consulting Firm (Form B);
 - Key Professional Staff of the Consulting Firm to handle such assignment (Form C);
 - General and Specific Experiences of the Consulting Firm of last 10 (Ten) years. (Form D);
 - General Experiences (Specially in oil and gas industry) of the Consulting Firm of last 10 (ten) years. Certificate from the Employer/Authority that the company has been completed successfully;
 - Annual Audited Reports of last 03 (Three) years.
 - As an evidence of specific experience [Conducting techno-economic feasibility study for Construction of Pumping Station and Tank Farm (Construction of petroleum oil storage and pumping facilities)], concerned client's certificate stating satisfactory completion of the services including as minimum, a brief and clear description of Consultant's services together with duration of services from commencement to completion.
 - In case of joint venture (JV), an appropriate Declaration (as per Rule : 54 of PPR 2008) 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 the authorized signatory;
 - Certificate of Incorporation;
 - Trade license / Business license;
 - Organization chart showing professional strength;
 - Colored brochure;
 - List of sub-contractor and/or sub-consultant along with their detailed experiences in the relevant field; and
 - Other documents as required in Section 3.2 of this EOI document.
- 4.2 All pages of the original EOI application shall be signed and sealed by the applicant firm. In case of JV, each partner shall sign and seal the respective documents and then the documents shall be countersigned by the authorized representative of the JV whose name and position should be clearly mentioned in the Declaration of Intent.

5.0 DURATION OF CONSULTANT'S SERVICES :

The study is to be commenced immediately after signing of Contract and to be completed within 12 (twelve) months from the date of LC opening excluding the concurrence/approval time to be needed by BPC in between stages of report submission as described in Section 6.0 below. The consultant's team is required to be mobilized immediately after the award of contract.

6.0 REPORTING REQUIREMENTS :

The following reports are required to be prepared by the Consulting Firm and submitted to BPC/ERL:

- Inception Report (existing storage capacity/facilities of BPC and recommendation to ensure energy security of the country) is to be submitted within 2 (two) months from the date of LC opening.
- Interim report is to be submitted within 6 (six) months from the date of LC opening.
- Draft final report together with all survey and investigation reports is to be submitted within 8 (eight) months from the date of LC opening along with analytical data (as possible with proof). Data to be authenticated by Consultant with signature and seal.
- Monthly Progress Report is to be submitted during the periods of (i), (ii) and (iii) above;
- Final report with conclusive analysis and recommendations covering all aspects of study is to be submitted within 30 (thirty) days from the date of client's concurrence/approval on the draft final report.





- vi) The consulting firm will be needed to make presentations of its reports to BPC/ERL at all the above stages as necessary;
- vii) All the reports and presentation are to be submitted in editable soft copy and PDF format with 5 (Five) hard copies in the form of Book Binding. Native files for all drawing/designs are to be submitted.

7.0 EXPERTISE REQUIREMENT :

A field-wise list (such as but not limited to Project Manager/Team Leader, Civil Engineer, Electrical and Electronic Engineer, Mechanical Engineer, Ecologist/Environmental, Financial/ Economic Analyst etc.) and persons man-months requirements of foreign and local experts for each field needed to accomplish the complete task of the Techno-Economic Feasibility Study shall be proposed by the applicant consulting firms in the EOI application. This would be reviewed by BPC/ERL and the specific requirements in this regard will be mentioned in the RFP document to be issued to short-listed firms at a later stage.





Section – C

Formats of Applications

Form A : Letter of Application

General Manager (Planning & Development)
Bangladesh Petroleum Corporation (BPC)
BSC Bhaban, Saltgola road, P.O. Box No. 2050
Chattogram-4100, Bangladesh.

Name of Work : Expressions of Interest (EOI) for conducting Techno-Economic Feasibility Study for Construction of Tank Farm and Pumping Station at Moheskali, Cox'sbazar, Bangladesh.

Dear Sir,

Having examined the notice inviting applications for appointment of Consulting Firm for the subject services, we [Firm/JV name with address] hereby submit this EOI application along with the statements and related documents as required by the Employer/Procuring Entity.

We understand that the decision and discretion applied by the Employer in evaluation of the applications and grading the applicants are absolute and can't be disputed by or appealed against by the applicant.

Yours sincerely,

[Signature of the authorized representative of Consulting Firm/JV]

Name :
Position :
Address :

[STAMP]





Form B : Basic Data Sheet of the Consulting Firm

(In case of JV, separate statement of each partner shall have to be submitted)

01. a) Name of the Consulting Firm :
- b) Name of the JV :
02. Address in full
 a) Head Office :
- b) Branch Regional Office(s) (if any) :
03. Telephone no. :
04. Fax No., E-mail/Web site etc. :
05. Date and place of incorporation/registration
 of the Firm (proper documents to be
 enclosed) :
06. Status and organizational structure of the
 Firm. :
07. Organizational Chart of the Firm :
08. Valid Trade/business license (Copy to be
 furnished) :
09. Colored Brochure of the Firm :
10. Total permanent staff number of the Firm :
11. Years of Experience in the relevant field :

Signature of the authorized representative of
Consulting Firm/JV with date and seal





Form C : Key Professional Staff of the Consulting Firm

(Experienced in Conducting Feasibility Study for Construction of Petroleum Products Storage and/or Depots including Pumping Facilities)

(In case of JV, separate statement of each partner shall have to be submitted)

Sl. No.	Name and position of the expert	Age	Educational Qualifications	Total years of overall experience in the Oil & Gas industry	Total years of experience in Feasibility Study related consultancy services	Total years of service in the present firm	Description of Experiences
1	2	3	4	5	6	7	8

Signature of the authorized representative of Consulting Firm/JV with date and seal

Notes :

1. Details of experiences under columns 5 and 6 to be clearly and separately described in Column 8 (use additional sheets, if required) which shall include the project name, type of study, role of the expert, duration of services etc.
2. Applicant firm is also requested to input information as per the above formats for all proposed experts as requested in Clause 3.2 (b) of the EOI document.





Form D : General and Specific Experiences of the Consulting Firm

(In case of JV, separate statement of each partner shall have to be submitted)

Form D1 : General Consultancy Experiences in Oil & Gas industry

Name of the client with postal address, email, phone and fax	Project / Assignment Name	Brief and clear description of services rendered by the Consulting Firm	Start Date (Month/Year)	Completion Date (Month/Year)
1	2	3	4	5

Form D2 : Specific Experiences conducting Feasibility Study related to Construction of Petroleum Products Storage and/or Depots including Pumping Facilities

Name of client with postal address, email, phone & fax	Project / Assignment Name	Total Storage Capacity (MT) of the project	Brief and clear description of services rendered by the Consulting Firm	Start Date (Month/Year)	Completion Date (Month/Year)
1	2	3	4	5	6

Signature of the authorized representative of Consulting Firm/ JV with date and seal

Notes :

1. The above Forms should be filled out with information of relevant projects only and as many number of relevant project experiences as available may be included in the Forms without any limitation.
2. At least one specific experience mentioned in Form D2 above must be evidenced by the submission of concerned client's certificate stating satisfactory completion of the services including as minimum, a brief and clear description of Consultant's services together with duration of services from commencement to completion.

