

REQUEST FOR PROPOSAL



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We are a leading organisation for the implementation of international development projects. We promote inclusive economic, social and ecological development to make an effective contribution towards sustainable and widespread prosperity in developing and emerging economies.

In Bangladesh, Swisscontact carries out the Building Skills for Unemployed and Underemployed Labour (B-SkillFUL) Phase II Programme. B-SkillFUL Phase II is a skills and enterprise development programme, funded by the Swiss Agency for Development and Cooperation (SDC) and implemented by Swisscontact. It contributes to bring about a more equitable society that enjoys **inclusive** and **sustainable growth**, aligned with the 2030 Agenda of the United Nations.

B-SkillFUL Phase II commenced operations from September 2020 with the aim to **improve productivity** and **competitiveness** of small and medium enterprises (SMEs) and create better jobs in the **furniture making, light engineering and leather goods manufacturing sectors** across six districts in **Bangladesh**.

B-SkillFUL Phase II is looking for qualified consultant(s)/firm to conduct "Sector Assessments". We are inviting proposal from interested consultant(s)/firm to undertake this assignment.

Sector Assessment: Furniture, Light Engineering, and Leather

Activity start: December 2020

Activity end: February 2021

Assessment location: Bogura, Dhaka, Gazipur, Kishoreganj, Nilphamari and Rangpur

Please refer to the detailed ToR below for this assignment.

1. ToR _ Sector Assessment – Light Engineering ([Click here](#))
2. ToR _ Sector Assessment – Furniture making ([Click here](#))
3. ToR _ Sector Assessment – Leather goods manufacturing ([Click here](#))

Technical Proposal – Annex 1 ([Click here](#))

Financial Proposal – Annex 2 ([Click here](#))

The consultant(s)/firm should submit proposal for a single sector assessment.

Proposal Submission:

The Consultant(s)/Firm must submit the following documents:

- Main proposal (maximum 20 pages, font size Arial 11)
- Letter of motivation (Briefly explain why you are the most suitable for the consultancy service you applied for)

Hard copy of the consultancy proposal must be submitted to the following address:

“Mr. Shohidul Alam, Manager-Business Administration, B-SkillFUL Phase II Programme, Swisscontact Bangladesh, House -19, Road-11, Baridhara, Dhaka-1212” and soft copy has to be sent through an email to “bd.bskillful@swisscontact.org” by **7 December 2020, 5:00 pm**. No late submissions will be accepted.

Note: Please mention “Sector Assessment: (Sector name)” on the top of envelope and in email subject line.

B-SkillFUL Phase II programme reserves the right to accept or reject any or all proposals/ application without assigning any reason whatsoever. Please note that if any applicant does not meet all the above eligibility criteria, the application will be disqualified without further evaluation.

- Technical proposal ([click here](#))
- Financial proposal ([click here](#))
- Table of Content (ToC) for final report
- TIN, BIN and VAT certificate (as applicable)
- A signed statement testifying that all information contained within the proposal is correct and true