

BANGLADESH ELECTION COMMISSION**Election Commission Secretariat**Identification System for Enhancing Access to Services (IDEA) Project (2nd Phase)

Nirbachan Bhaban (Floor-8), Agargaon, Dhaka-1207

Amended Expression of Interest (EOI)**Closing Date and time: 15.06.2025; 02:00 PM**

1.	Ministry/Division	Bangladesh Election Commission (BEC)
2.	Agency	Election Commission Secretariat (ECS)
3.	Name of the Procuring Entity	Project Director, Identification System for Enhancing Access to Services (IDEA) Project (2 nd Phase)
4.	Procuring Entity District	Dhaka
5.	Expression of Interest for Selection of	Network Consultant (Network and Security)
6.	EOI Ref. No.	17.14.0000.240.07.191.2024-1641
7.	Date (dd/mm/yyyy)	28.05.2025
Key Information		
8.	Procurement Method	Selection of Individual Consultant (SIC) (short term-6 months)
Funding Information		
9.	Budget and Source of Funds	GoB (Development Budget)
Particular Information		
10.	Project Code	224331200
11.	Project Name	Identification System for Enhancing Access to Services (IDEA) Project (2 nd phase)
12.	EOI Closing Date and Time	15.06.2025; 02:00 PM
Information for Applicant		
13.	Brief description of the Assignment	Selection of Network Consultant (Network and Security)
14.	Qualification and Experience	Academic: <ul style="list-style-type: none">Minimum B.Sc. in Computer Science and Engineering or Computer Engineering or equivalent from any renowned University. Additionally, having certifications and training from credible sources will get preference. Experience: <ul style="list-style-type: none">Must have minimum 10 (ten) years' experience in IT related activities and minimum 5 (five) years' experience in hands-on work on network and security domains.CCNA & (CCNP Security or CCNP Enterprise or equally certified by Vendor).Proven experience in implementing SDN/SD-WAN networks, Spine-Leaf Architecture and maintaining network infrastructure to ensure smooth and optimal performance.Proficient in understanding and deploying IPsec VPN, DMVPN, and Site-to-Site VPN for both domestic and international branches.Knowledge on network architecture and its optimization.Experience on networking systems and settings.Experience on networking monitoring and management.Familiarity on security systems and settings.Experience with security tools and their operations.Experience with Firewall, Load balancer, SIEM, PAM, SOAR, and related security solutions.Familiarity with cyber and physical surveillance.Knowledge on ethical hacking and digital forensic.Knowledge on network fault tolerance and recovery.Strong problem-solving and communication skills.Must have a positive attitude to analyzing and addressing issues in every aspect of network and security.Enthusiast and eager to learn new technologies. Special Responsibilities: As per ToR
15.	Other Details (if applicable)	Interest applicants shall obtain further information from the project office during office time in any working day before the closing date. Applicants shall have to submit EOI with their CV and forwarding letter in sealed envelope labeled with Individual Consultant through the following address and/or email mentioned pd.idea2.bd@gmail.com or Room No. 810, Identification System for Enhancing Access to Services (IDEA) Project (2 nd Phase), Nirbachan Bhaban (Floor-8), Agargaon, Dhaka. The Standard Request for Application (SRFA) for the position will be found at www.ecs.gov.bd , www.nidw.gov.bd & bppa.gov.bd
Procuring Entity Details		
16.	Name of the Official inviting EOI	Brigadier General Mohammad Azizur Rahman Siddiqui, afwc, psc
17.	Designation of the Official inviting EOI	Project Director
18.	Address of the Official inviting EOI	Identification System for Enhancing Access to Services (IDEA) Project (2nd Phase), Nirbachan Bhaban (Floor-8), Agargaon, Dhaka-1207.
19.	Contact Details of the Official inviting EOI	Ph. 00-88-02-55007594, e-mail: pd.idea2.bd@gmail.com
The Procuring Entity reserves the right to accept or reject all EOIs.		

(Brigadier General Mohammad Azizur Rahman Siddiqui)

Project Director

IDEA (2nd Phase) Projectpd.idea2.bd@gmail.com



Bangladesh Election Commission
Election Commission Secretariat
Identification System for Enhancing Access to Services (IDEA) Project
(2nd Phase)
Nirbachan Bhaban (8th Floor)
Agargaon, Dhaka-1207

Terms of Reference (ToR)
for
Network Consultant (Network and Security)
for IDEA Project (Phase 2)

Package No: PS-09

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Terms of Reference (TOR)

of

Network Consultant (Network and Security)

Package No: PS-09

Background:

Bangladesh Election Commission (BEC) is responsible for registering all citizens eligible to vote and for conducting open and independent elections in the country according to the Constitution. In addition, BEC has recently been made responsible by the Government of the People's Republic of Bangladesh (GoB) for issuing a unique secure identity card to citizens and for administrating all related activities, including the maintenance of a national citizen identification database and delivery of identity verification services to qualified public and private organizations. The BEC has established a National Identity Wing (NIDW) to administer this national identity system (NIDS). This system is expected to be a strategic national resource to facilitate delivery of public and private services to their intended beneficiaries.

Responsibilities:

- Understanding network architecture and security configurations in full detail.
- Chalk out the current network architecture and settings as well as security configurations on their own.
- Checking correctness and completeness of current network architecture and settings as well as security configurations.
- Optimize the network architecture and settings as well as security configurations on their own.
- Implement and maintain the optimized network architecture and settings as well as security configurations on their own.
- Configure and optimize firewall policies to meet security requirements.
- Network Security Maintenance, monitor and maintain the health and performance of NG-Firewalls.
- Collaborate with Devops to ensure smooth integration and deployment.
- Plan, configure, and deploy necessary security tools.
- Debug, troubleshoot and resolve technical issues related to network and security on their own in an efficient manner.
- Conducting performance and security testing of the deployed networks and systems.
- Monitoring performance and security of the deployed system, suggest necessary new resource(s), and adequately provisioning resources in a cost-effective manner.
- Develop maintainable, efficient, and scalable settings and configurations for network and security.
- Stay updated with the latest trends and best practices in network and security.
- Train Election Commission technical personnel with hands-on related to network and security.

Qualifications:

- Minimum B.Sc. in Computer Science and Engineering or Computer Engineering or equivalent from any renowned University. Additionally, having certifications and training from credible sources will get preference.
- Must have minimum 10 (ten) years' experience in IT related activities and minimum 5 (five) years' experience in hands-on work on network and security domains.
- CCNA & (CCNP Security or CCNP Enterprise or equally certified by Vendor).
- Proven experience in implementing SDN/SD-WAN networks, Spine-Leaf Architecture and maintaining network infrastructure to ensure smooth and optimal performance.
- Proficient in understanding and deploying IPsec VPN, DMVPN, and Site-to-Site VPN for both domestic and international branches.
- Knowledge on network architecture and its optimization.
- Experience on networking systems and settings.
- Experience on networking monitoring and management.
- Familiarity on security systems and settings.
- Experience with security tools and their operations.
- Experience with Firewall, Load balancer, SIEM, PAM, SOAR, and related security solutions.
- Familiarity with cyber and physical surveillance.
- Knowledge on ethical hacking and digital forensic.
- Knowledge on network fault tolerance and recovery.
- Strong problem-solving and communication skills.
- Must have a positive attitude to analyzing and addressing issues in every aspect of network and security.
- Enthusiast and eager to learn new technologies.

Deliverables:

The nominated consultant has to submit an inception report to the Procuring Entity (PE) within seven (7) days of appointment, outlining the proposed plan of action. The consultant is also required to submit a monthly activity plan, at the end of each month, a performance report showing what has been done. This report may include any challenges faced, difficulties encountered, and suggestions for overcoming barriers to achieving the objective or goal. Finally, the consultant must submit a comprehensive report of the overall performance and outcomes of the activities conducted.

Duration of the Consultancy:

The consultancy will be up to project period (30 November 2025), starting from the date of contract signing. However, the duration of the contract may be increased or decreased depending on the performance of the consultant, project's needs, budget and extension of project time period.

Section 3. Application Forms

Form 3A : Application Submission Form

Form 3B : CV of the Applicant

Form 3C: Remuneration and Reimbursable

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Form 3A. Application Submission Form

[Location: dd/mm/yy]

To:

[Name]

[Address of Client]

Dear Sirs:

I am hereby submitting my Application to provide the consulting Services for [Insert title of assignment] in strict accordance with your Request for Application dated [dd/mm/yy].

I declare that I was not associated, nor have been associated in the past, directly or indirectly, with a consultant or any other entity that has prepared the design, specifications and others documents in accordance with Clause 5.

I further declare that I have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices in accordance with Clause 4.

I undertake, if I am selected, to commence the consulting Services for the assignment not later than the date indicated in Clause 12.1.

I understand that you are not bound to accept any Application that you may receive.

I remain,

Yours sincerely,

Signature

Print name

Address:

Tel:

Attachment:



Form 3B. Curriculum Vitae (CV) of the Applicant

1	PROPOSED POSITION FOR THIS PROJECT :	<i>[From the Terms of Reference, state the position for which the Consultant will be engaged.]</i>																																								
2	NAME OF PERSON :	<i>[state full name]</i>																																								
3	DATE OF BIRTH :	<i>[dd/mm/yy]</i>																																								
4	NATIONALITY :																																									
5	MEMBERSHIP IN PROFESSIONAL SOCIETIES	<i>[state rank and name of society and year of attaining that rank].</i>																																								
6	EDUCATION	<i>Please specify your educational qualifications in details with the following information as per table below.</i> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 30%;">Exam</th> <th style="width: 10%;">Institution</th> <th style="width: 10%;">Group</th> <th style="width: 10%;">Passing Year</th> <th style="width: 40%;">Division/Class/GP A</th> </tr> </thead> <tbody> <tr><td>SSC</td><td></td><td></td><td></td><td></td></tr> <tr><td>HSC</td><td></td><td></td><td></td><td></td></tr> <tr><td>Graduation/ Equivalent Degree</td><td></td><td></td><td></td><td></td></tr> <tr><td>Masters/ Equivalent</td><td></td><td></td><td></td><td></td></tr> <tr><td>Post or Master Degree Above(if any)</td><td></td><td></td><td></td><td></td></tr> <tr><td>Professional Degree (relevant) (if any)</td><td></td><td></td><td></td><td></td></tr> <tr><td>Any other degree (if any)</td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p style="margin-top: 10px;"><i>[list all the degree with colleges/universities which the Applicant attended, stating degrees obtained, and dates, and list any other specialised education, professional Degree, Phd degree of the Applicant].</i></p>	Exam	Institution	Group	Passing Year	Division/Class/GP A	SSC					HSC					Graduation/ Equivalent Degree					Masters/ Equivalent					Post or Master Degree Above(if any)					Professional Degree (relevant) (if any)					Any other degree (if any)				
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7	OTHER TRAINING	<i>[indicate significant training since degrees under EDUCATION were obtained, which is pertinent to the proposed tasks of the Consultant].</i> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 5%;">Sl.</th> <th rowspan="2" style="width: 30%;">Name of the course/training (relevant)</th> <th rowspan="2" style="width: 20%;">Institution</th> <th colspan="3" style="width: 45%;">Duration</th> </tr> <tr> <th style="width: 10%;">From</th> <th style="width: 10%;">To</th> <th style="width: 25%;">Days/ Months/Year</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Sl.	Name of the course/training (relevant)	Institution	Duration			From	To	Days/ Months/Year																															
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8	LANGUAGES & DEGREE OF	<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;"> <u>Language</u> </div> <div style="text-align: center;"> <u>Speaking</u> </div> <div style="text-align: center;"> <u>Reading</u> </div> <div style="text-align: center;"> <u>Writing</u> </div> </div>																																								

PROFICIENCY

e.g. English

Fluent

Excellent

Excellent

Sl.	Name of the course/training (relevant)	Institution	Duration		
			From	To	Days/ Months/ Year

9 COUNTRIES OF WORK EXPERIENCE

10 EMPLOYMENT RECORD

[starting with present position list in reverse order [every employment held and state the start and end dates of each employment]

[The Applicant should clearly distinguish whether as an "employee" of the firm or as a "Consultant" or "Advisor" of the firm].

[The Applicant should clearly indicate the Position held and give a brief description of the duties in which the Applicant was involved].

EMPLOYER 1

FROM: [e.g. January 1999] TO: [e.g. December 2001]

EMPLOYER 2

FROM:

TO:

EMPLOYER 3

FROM:

TO:

EMPLOYER 4 (etc)

FROM:

TO:

Sl	Organization	Position	Working area (short description)	Duration		
				From	To	Days/ Months/ Year

11 WORK UNDERTAKEN THAT BEST ILLUSTRATES THE CAPABILITY TO HANDLE THIS ASSIGNMENT

[give an outline of experience and training most pertinent to tasks on this assignment, with degree of responsibility held. Use about half of a page A4].

12 COMPUTER SKILL

Sl.	Name of the course/training (relevant)	Institution	Duration		
			From	To	Days/ Months/ Year

CERTIFICATION

[Do not amend this Certification].

I, the undersigned, certify that (i) I was not a former employee of the Client immediately before the submission of this proposal, and (ii) to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Signature

--

Print name

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Date of Signing

dd / mm / yyyy

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Form 3C. Indicative Remuneration & Expenses

The Consultant should provide an indication of the remuneration as per the format shown below. This will not be used for evaluation of the Consultant's Application but solely for the purposes of Application Negotiations to be held as stated in **Clause 9.1**.

A) Remuneration

Name of Consultant	Rate (Taka/Month)	Period in months	Total Taka
(a)	(b)	(c)	(d) = (b) x (c)
Network Consultant (Network and Security)			
VAT			
Sub-Total (A) [Total Remuneration with VAT]			

Note: A month consists of 30 calendar days.

(B) Reimbursable

Details	Per unit ceiling rate	Total Unit	Total amount (BDT)
(a) Per Diem Allowance			
(b) Travel Costs (State mode of Travel without air travel)			
(c) Telephone Bill/Mobile bill			
(d) Internet Bill			
(e) Other Expenses (<i>to be listed</i>)			
Total			

* Supporting document and vouchers must be attached with the invoice.

CONTRACT CEILING (A) + (B) =	Total =
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**** VAT and other indirect taxes to be paid by the Client and direct tax to be paid by the Consultant.**

