



## COX'S BAZAR DEVELOPMENT AUTHORITY

BMA Bhaban, Kolatoli Road, Cox's Bazar

Request for Expression of Interest (REOI)

**Selection of an Individual Consultant (Assistant Director Land and Assistant Town Planner)  
(National)**

1	Ministry/Division	Ministry of Housing & Public Works	
2	Agency	Cox's Bazar Development Authority (CoxDA)	
3	Client Name	Cox's Bazar Development Authority (CoxDA)	
4	Client Code	Not used at present	
5	Client District	Cox's Bazar	
6	Expression of Interest for selection of	Individual Consultant (Assistant Director Land and Assistant Town Planner )	
7	EOI Ref No	CoxDA/EOI/2019/361	
8	Date	05 December 2019	
<b>KEY INFORMATION FUNDING INFORMATION</b>			
9	Source of Fund	GOB	
10	Development Partners (if applicable)	N/A	
<b>PARTICULAR INFORMATION</b>			
11	Project / Programme Code (if applicable)	N/A	
12	Project / Programme Name (if applicable)	N/A	
13	EOI Closing date & Time	Date: 29 December 2019	Time: 12:00 PM
<b>INFORMATION FOR Applicant</b>			
14	Brief Description of Assignment	<p>The <b>Assistant Director Land and Assistant Town Planner</b> will work under the direct supervision of the Chairman of the Cox's Bazar Development Authority. He will be responsible for assisting the Land management/development works of the CoxDA. He will be responsible for e-nothi, land related administrative work as required by the authority and responsible for generating monthly activity reports/ministerial administrative reports. Details can be found in the ToR of the Individual Consultant (Assistant Director Land). He has to perform the services closely with concerned officials in close consultation with Chairman, CoxDA and in close supervision with Member (Engineering) and Secretary. (The detail TOR is available in the website of CoxDA: <a href="http://www.coxda.gov.bd">www.coxda.gov.bd</a>).</p> <p>The Assistant Town Planner will be responsible for assisting the urban/town planning works of the CoxDA. He will be responsible for development of GIS Maps as required by the authority. Details can be found in the ToR of the Individual Consultant (Assistant Town Planner). The Assistant Town Planner will work on development of town planning to anticipate the potential issues on development of Cox's Bazar town and surrounding area. He has to perform the services closely with concerned officials in close consultation with Chairman, CoxDA and in close supervision with the Member (Engineering), Secretary and Deputy Town Planner/Authorized officer. (The detail TOR is available in the website of CoxDA: <a href="http://www.coxda.gov.bd">www.coxda.gov.bd</a>).</p>	
15	Qualification and Experience	<p>The candidate (<b>Assistant Director Land</b>) should have at least Masters degree from any public university. He should have minimum 03 (three) years experience land development/administrative/related work. The professional qualification in working experience relevant to the ICT &amp; E-nothi skill is required to apply.</p> <p>The candidate (<b>Assistant Town Planner</b>) should have at least a BURP degree from any public university. He should have minimum 03 (three) years experience in urban/town planning. The professional qualification in working experience relevant to the Planning, GIS/ArcGIS skill is required to apply. Preference will be given to the candidate having BIP Membership.</p> <p>Please note that the criteria for selecting consultant will be: (a) Educational &amp; Professional Qualifications; (b) Relevant working experience and adequacy for the assignment; and (c) Capability to carry out the assignment (overall suitability considering age, skill, language, local condition etc.)</p>	
16	Other Details	<p>Interested candidates may collect "Request for Application" (RFA) from office of the under signed or from the website of CoxDA (<a href="http://www.coxda.gov.bd">www.coxda.gov.bd</a>). Interested candidates are requested to submit their Expression of Interest Application Forms (complete CV with other details as required as per the Application Forms). Consultant will be selected using the selection of individual consultant sub-method in accordance with "Request for Application" (RFA).</p> <p>Duration of employment: Initially for 02 (two) years. It may be extended depending on the requirement and satisfactory performance of the incumbent.</p> <p>Workplace: CoxDA, Cox's Bazar.</p>	
<b>CLIENT DETAILS</b>			
17	Name of the Official Inviting EOI	Abu Zafar Rashed	
18	Designation of Official Inviting EOI	Secretary (Deputy Secretary)	
19	Address of Official Inviting EOI	Cox's Bazar Development Authority (CoxDA), BMA Bhaban, Kolatoli Road, Cox's Bazar.	
20	Contact details of Official Inviting EOI	Phone- +88 0341-52700	E-mail: <a href="mailto:info@coxda.gov.bd">info@coxda.gov.bd</a>
21	The Client reserves the right to accept or reject any/all Expression of Interest (EOI).		

Abu Zafar Rashed  
Secretary (Deputy Secretary)  
Cox's Bazar Development Authority (CoxDA)  
BMA Bhaban, Kolatoli Road, Cox's Bazar  
Phone- +88 0341-52700