

Government of the People's Republic of Bangladesh
Chief Adviser's Office
Bangladesh Investment Development Authority
Registration and Incentives Local Industry Section
Biniyog Bhaban
Plot: E-6/B, Agargaon, Sher-E-Banglanagar, Dhaka-1207

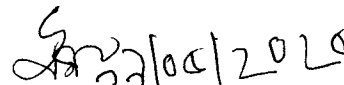
Reference No: 03.08.2680.226.07.203.25-267

Date: 19-05-2025

Request for Expression of Interest (REOI)

1	Ministry/Division	:	Chief Adviser's Office
2	Agency	:	Bangladesh Investment Development Authority (BIDA).
3	Procuring Entity Name	:	Bangladesh Investment Development Authority (BIDA).
4	Procuring Entity District	:	Dhaka.
5	Expression of Interest for	:	Recruitment of Individual Consultant (Investment Communication and Engagement Specialist) for Bangladesh Investment Development Investment (BIDA).
6	EOI Ref. (Package) No	:	03.08.2680.226.07.203.25-267
7	EOI Publication Date	:	20.05.2025
8	Budget and Source of Fund	:	GOB (Revenue)
9	EOI Closing Date and Time	:	19.06. 2025 at 3.00 PM
10	Brief Description of Assignment	:	The Investment Communications & Engagement Specialist of the Bangladesh Investment Development Authority (BIDA) is responsible for supporting the Executive Chairman of BIDA in promoting and facilitating investments, and is tasked with managing his strategic investment communications and engagements with potential and existing investors. Under the guidance of the Executive Chairman, the Specialist will drive and coordinate strategic communications and investor engagement efforts to enhance Bangladesh's investment appeal. The role involves shaping BIDA's investment narrative, managing high-level outreach, and positioning Bangladesh as a competitive investment destination.
11	Qualification	:	Bachelor's or Master's degree in Business Administration, Marketing, Media and Communications or any relevant field.
12	Experience	:	<ul style="list-style-type: none"> • Minimum 10 years of relevant experience in strategic communications at the national or international level. • Minimum 5 years of experience supporting Investment Promotion Agencies (IPAs) in investment communication, promotion, and investor engagement. • Proven experience in facilitating private investors and providing investment information and assistance services along with proficiency in digital tools, including content management systems. • Experience in organizing investment summits and engaging in high-level stakeholder coordination and developing IPA communications and investment promotion strategies. • Strong understanding of government operations and experience working with public institutions. • Excellent verbal and written communication skills in English

			<ul style="list-style-type: none"> Candidates with exceptional prior work experience, particularly within BIDA, will be given strong preference.
13	Other Details (if applicable)	:	<p>Duration of employment: 02 (two) years Number of positions: 01(one). Workstation: BIDA Head Office, Dhaka. The Consultant may be required to undertake field visits across the country or attend meetings outside the Dhaka Head Office, as and when instructed. Commencement of services: 01.08.2025 (Indicative)</p>
14	Name and address of official inviting EOI and Contact Details	:	<p>Md. Maruful Alam Director Local Investment Promotion Bangladesh Investment Development Authority Chief Adviser's Office Biniyog Bhaban (Level 4) Plot# E-6/B, Agargaon, Dhaka-1207, Bangladesh Phone: +88-02-44826782</p>
15	Particular Instruction:	:	<p>(a) Consultants will be selected in accordance with the procedure set out in Public Procurement Act 2006 and Public Procurement Regulations 2008 and its update; (b) The detailed job description and particulars are stated in TOR which is available at www.bida.gov.bd; (c) Applicants are requested to submit their interest through customized SRFA-PS3 Form 3A: Application Submission Form; Form 3B: CV of the Applicant; Form 3C: Remuneration and Reimbursable (available in www.bida.gov.bd or can be collected from BIDA office) along with two passport size photographs and all documents supported to CV; (d) Interested applicants are requested to send their Expression of Interest for the position within the specified deadline mentioned above in sealed envelope, clearly marked "Requested for Expression of Interest (REOI) for Individual Consultant - Investment Communication and Engagement Specialist to the undersigned by direct delivery or ordinary mail services. No online submission (e.g email, fax... etc.) is acceptable; and (e) The Procuring Entity reserves the right to reject all REOIs for any reason whatsoever.</p>


(Md. Maruful Alam)
Director
Local Investment Promotion
Bangladesh Investment Development Authority
Phone: 02-44826782