

CARE Bangladesh
Supply Chain & ICT Department

Date: September 06, 2026

Dear concern,

CARE Bangladesh is inviting the interested potential individual/firm/company to submit their proposal for Consultancy on Final Evaluation for NABAPALLAB Project through email: kanij.raihana@care.org cc'd farhana.kabir@care.org

Enclosed this email you will find:

1. RFP-CBDO-FY-27-409
2. Appendix I Terms of Reference

Pre-bid Meeting:

Date: 09 September 2026

Time: 3:00 PM – 4:00 PM

Meeting URL: <https://careorg.zoom.us/j/93035348350?pwd=q3gzAJsfjtZJMa396yKC07iNMxFpnh.1>

Meeting ID: 930 3534 8350

Passcode: 833861

Application process:

If you are interested to participate in the bidding, please submit the below documents on or before **September 19, 2026, till 11:59 PM (GMT+6)**

- Fill-up the required fields in the RFP document and put your signature in all pages.
- Demonstrated understanding of the programme, evaluation objectives and operating context.
- Proposed evaluation approach and methodology, including sampling strategy, data collection and analysis methods, and data quality management arrangements.

- Proposed workplan, timeline and key milestones.
- Identification of risks and assumptions, together with proposed mitigation measures.
- Quality assurance and quality control processes to be applied throughout the assignment.
- Proposed team structure, including roles, responsibilities and level of effort for each team member.
- Summaries or examples of at least two relevant assignments of comparable scope and complexity undertaken by the service provider.
- Financial Quotation (inclusive of Vat/tax and all other associated costs) . No reimbursable cost is allowed.

Notes:

- Vat & tax will be deducted at source as per gob rules. Musok 6.3 must submit with invoice.
- In accordance with Income Tax Act, 2023 (Section 142, Page 99). of the Bangladesh Government Gadget issued on 22 June 2023,

(1) Subject to the exceptions in section 119 and unless otherwise provided in other sections of this Chapter, in the case of deduction or collection of tax under this Chapter, if the person from whom the tax is to be deducted or collected fails to produce proof of filing of return, the rate of deduction or collection of tax at source shall be 50% (fifty percent) higher than the applicable rate.

(2) Unless otherwise provided, in the case of deduction or collection of tax under this Part, if the person from whom the tax is to be deducted or collected does not receive any money by bank transfer in payment of contract price, bill, rent, fee, charge, remuneration, salary, or any other money by whatever name it may be called, the rate of tax deducted or collected at source shall be 50% (fifty percent) higher than the applicable rate.

- CARE standard payment terms are 30 days from receipt of goods or service and a care approved invoice.

● CARE Bangladesh (bd) does not require to receive any payment in cash or in kind for including a vendor to its approved vendor list, invite to submit quotation or for final

selection as a supplier for goods and services. Likewise, it also strictly prohibits its employee to demand such payment from a vendor or involvement in any form of conflict of interest. In case of any attempted request for such kind of payment from any employee, as a vendor you are kindly requested to send complaint to care bd country director (cd) at email account bgdprocomplaint@care.org, or any of care bd's senior leaders. Please label the emails as "confidential & privileged". "any proposals be submitted to the complaints email, they will be treated as spam and the sender will be blocked which will mean they will not be considered in the future for any submission". Moreover, the vendor hereby declares and confirms that it and its employees do not attempt to make such unlawful payment directly or indirectly to care employee or allow involvement of care employee in any activity that lead to any form of conflict of interest. Such unlawful attempt and involvement shall be a ground for disqualification and blacklisting of the vendor and cancellation of any existing order."

● **CARE Bangladesh reserves the right to accept or reject partially or fully any or all quotations without assigning any reason whatsoever. Care Bangladesh may not select the lowest bidder, if the quality, specifications etc. Are not up to the mark and not bound to provide any explanation about the selection process.**

● if you decide not to participate in the bidding process, we would be grateful if you could inform us in writing, indicating the reasons for your decision.

Thanks & regards,

**Kanij Raihana | CARE Bangladesh | Senior Officer – Supply Chain
Supply Chain and ICT Department**

RAOWA Complex, VIP Road, Mohakhali, Dhaka-1206, Bangladesh

phone: +880-2- 9889009, ext 112 | cell: +880 1551 803507 | email: kanij.raihana@care.org

skype: kanij.raihana

carebangladesh.org | [twitter](#) | [facebook](#) | [get involved](#)

Business Days: From Sunday to Thursday. 9 am to 5 pm (GMT+6) (We are closed on Friday and Saturday)