

Government of the People's Republic of Bangladesh
Finance Division, Ministry of Finance
Skills for Industry Competitiveness and Innovation Program (SICIP)
Probashi Kallyan Bhaban (15th Floor)
71-72 Eskaton Garden, Ramna, Dhaka-1000.
www.sicip.gov.bd

Request for Expression of Interest

Ministry/Division	:	Ministry of Finance
Agency	:	Finance Division
Procuring Entity Name	:	Executive Program Director, Skills for Industry Competitiveness and Innovation Program (SICIP), Finance Division, Ministry of Finance
Procuring Entity Code	:	Not used at present
Procuring Entity District	:	Dhaka
Expression of Interest for Selection of	:	Individual Consultant (National)
EOI Ref. No.	:	FD/SICIP/Indv.Consultant/SD-01/152023-24/1897
Date	:	18/08/2025
KEY INFORMATION		
Procurement Sub-Method	:	Individual Consultants Selection (ICS)
FUNDING INFORMATION		
Budget and Source of Funds	:	ADB Loan No: 4334-BAN (COL)
PARTICULAR INFORMATION		
Program Name	:	Skills for Industry Competitiveness and Innovation Program (SICIP)
Scheme Name	:	Enhancing Institutional Capacity for Skills Monitoring and Management.
EOI Closing Date and Time	:	Expression of Interest (EOI) shall be submitted to the office of the Executive Program Director on or before 3.00 pm by 1 st September 2025 in sealed envelope clearly marked " Expression on Interest for Selection of [Name of Position] ". Contact address with email and mobile number of the applicant should be written on the left side of the A4 Size Envelope . Necessary documents in support of educational qualifications, experiences and skills have to be submitted.
INFORMATION FOR APPLICANT		

Position	No.	Minimum Qualification and Experience	Responsibilities
Assistant Executive Program Director	1	<ul style="list-style-type: none"> Master's in Economics, Finance, Accounting, Management, Social Studies, Public Administration, Natural Science, Public Policy or relevant subjects Engaged in active civil service at the Deputy Secretary position. At least 10 years' experience in civil service Strong communication, interpersonal and computer skills. 	The detail Scope of Work is stated in the Terms of Reference (ToR).
Other details (if applicable)		A copy of the detailed terms of reference (TOR) and necessary forms may be obtained at any time from the website of SICIP (www.sicip.gov.bd).	
Association with foreign firms		Not Applicable	
Eoi Detail Information			
Ref No	Phasing of Services	Location	Start Date
01	Single: Time Based	Dhaka	September, 2025
Completion Date			
As mentioned in the ToR.			
PROCURING ENTITY DETAILS			
Name of Official Inviting EOI	:	Mohammed Walid Hossain	
Designation of Official Inviting EOI	:	Executive Program Director	
Address of official Inviting EOI	:	Probashi Kallyan Bhaban (15 th Floor), 71-72 Eskaton Garden, Ramna Dhaka-1000.	
Contact details of official Inviting EOI	:	Phone: +880255138753~5 Ext: 100 E-mail: epd@sicip.gov.bd	
The procuring entity reserves all the right to accept or reject any or all the EOIs without assigning any reasons whatsoever.			

Mohammed Walid Hossain

Executive Program Director, Skills for Industry Competitiveness and Innovation Program (SICIP)
Finance Division, Ministry of Finance,
Probashi Kallyan Bhaban (15th Floor), 71-72 Eskaton Garden, Ramna, Dhaka.

Name of the Position: Assistant Executive Program Director (Program Management)

Terms of Reference (ToR)

A. Program Background

Finance Division, Ministry of Finance of the Government of Bangladesh is implementing the program titled "Skills for Industry Competitiveness and Innovation Program (SICIP)" with the financial assistance of the Asian Development Bank (ADB) to develop skilled workforce through advanced technical and competency-based training programs across the country. The SICIP will establish a complete quality assurance mechanism to facilitate collaborations between training institutes and industries which will ensure in developing human resources for the priority industry sectors.

More specifically, the outcome of the program will be an increased technology-oriented skilled workforce for priority and emerging industries across skill levels. The outcome will be measured by the following: (i) skilled workers across skill levels-from basic to advanced technical skill-produced for at least 10 priority and emerging industries, with 65% job placement for new job seekers and (ii) women and people from socially disadvantaged groups with employable and/or life skills increased through specially targeted programs. The program is expected to benefit about 220,000 new and existing workers over a 6-year implementation period.

The Skills Development Coordination and Monitoring Unit (SDCMU) has been established to serve as the Program Management Unit (PMU) of the SICIP Program. An Assistant Executive Program Director (Program Management) will be appointed for the SDCMU on a competitive basis.

B. Assignment Location

Dhaka, Bangladesh with frequent travel requirements to different districts and training institutes outside Dhaka as and when required.

C. Scope of Services

The Assistant Executive Program Director (Program Management) will carry out the tasks detailed below, and other tasks as necessary:

- Assist the Deputy Executive Program Directors and Executive Program Director in the implementation of the program.
- Any other task assigned by the Executive Program Director in relevance to effective program implementation.



D. Minimum Qualifications and Experience

- Engaged in active civil service at the Deputy Secretary position.
- Master's in Economics, Finance, Accounting, Management, Social Studies, Public Administration, Natural Science, Public Policy or relevant subjects
- At least 10 years' experience in civil service
- Strong communication, interpersonal and computer skills.

E. Assignment Duration and Payment Modalities

- Duration of the assignment: The duration of the contract shall be 12 Months from the date of commencement and may be extended up to the program end based on the requirements and performance of the incumbent.
- Payment Schedule: Payment will be made on monthly basis.
- Assignment Location: Dhaka

S. R. Romi