

Government of the People's Republic of Bangladesh

Ministry of Planning

Implementation Monitoring & Evaluation Division

Central Procurement Technical Unit

CPTU Bhaban, Sher-e-Bangla Nagar, Dhaka-1207

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Date: 01 April 2021

Invitation for Application for National Procurement Trainer

01. The People's Republic of Bangladesh has revived a credit from the International Development Association for the implementation of the Digitizing Implementation Monitoring and Public Procurement (DIMAPP) Project. The Central Procurement Technical Unit (CPTU) of Implementation Monitoring and Evaluation Division (IMED), Ministry of Planning has been implementing the project. The project includes inter alia, a component for Further Policy Reform and Institutionalizing Capacity Develop under which about 9,970 persons will receive training in various areas of public procurement over the project life. Besides, the training program may continue thereafter with some adjustments and scaling up procurement to cover all procuring entities, officials of the banks and tenderers of Bangladesh. To deliver the training programs, CPTU's existing national trainers' pool is going to be expanded with the intake of some new trainers.

02. Now, this is to invite interested persons from the public and private sector, universities and other institutes to express their interest and apply as an applicant to be prospective trainer of the CPTU's trainers' pool in the prescribed application form.

03. The main prerequisite of the applicant will be the knowledge and experience on the public procurement transaction. Interested persons need to meet the following criteria:

- a) **Education:** Bachelor degree in Economics, Engineering, Law, Accounting, Business Administration, Business Studies, Statistics, Science, Social Science, Public Administration, Procurement or related field.
- b) **Age:** Applicant should be between 30 and 55 years old.
- c) **Professional Knowledge, Experience and Skills:** The candidate shall have comprehensive knowledge in public procurement including up-to-date knowledge on Public Procurement Acts (PPA), Public Procurement Rules (PPR) and Standard Tender Documents (STDs). The knowledge on international best practices will be an added advantage. Applicants must also have at least three years' experience in planning, execution or activities related to the procurement transaction or importing procurement training within/outside their organizations.
- d) **Procurement Training:** Applicant must have training in Public Procurement with the duration of three weeks. Candidates having professional diploma/graduate diploma of Procurement and Supply Chain or Masters in Procurement will get preference.
- e) **Characteristics:** Applicant should have the ability to communicate clearly in public, high capacity to learn, high analytical capacity, accurate and precise-high level of emotional control, capacity to work in a team, physically fit and in good health;

f) **Language skill:** He/she must be fluent in Bangla and English language both speaking and writing.

04. Applications will be scrutinized by a selection committee, which will establish a short-list of candidates on the basis of the above criteria. The short-listed candidates may be convoked for a written test, class room presentation and interviewed for the final selection.

05. The selected applicants will be required to submit a written commitment from their employer to participate in various procurement training events conducted by CPTU. He will receive Training of Trainers (ToT) on thematic and pedagogical competencies at predetermined dates. The successful trainers will have the opportunity of eventually being recognized as National Certified Procurement Trainer.

06. Interested applicants may obtain information and application forms from CPTU or download forms from CPTU web site (www.cptu.gov.bd). A complete application should be submitted by interested applicant at the office mentioned below by 20 May 2021 at 5:00pm at the latest. Electronic Submission of the applications can be sent to ap@cptu.gov.bd.

Office address: CPTU, IME Division, Ministry of Planning
CPTU Bhaban, Sher-e-Bangla Nagar, Dhaka-1207

Signed/

01/04/2021

Mohammed Shoheler Rahman Chowdhury
Director General (Additional Secretary)