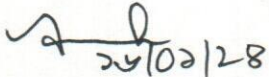




Government of the People's Republic of Bangladesh  
Special Branch Headquarters, Bangladesh Police, Dhaka.

Request for Expression of Interest (EOI) for Selecting Researcher/Research firm (National)

1.	Ministry/Division	Ministry of Home Affairs
2.	Agency	Special Branch
3.	Head of Procuring Entity	Additional Inspector General, Special Branch, Bangladesh Police, Dhaka.
4.	Request for Expression of Interest (EOI)	For the Selection of Researcher/Research Firm
5.	EOI Reference No	Memo No-44.01.0000.095.36.002.23-12
6.	Date	16.01.2024
<b>Key Information</b>		
7.	Procurement Method	Quality and Cost Based Selection (QCBS)
8.	The Period of Assignment	1. 24 months (গোয়েন্দা তথ্য বিশ্লেষণের জন্য উপযুক্ত ও আধুনিক প্রযুক্তিগত পদ্ধতি চিহ্নিতকরণ, অনুসরণ এবং তার প্রয়োগ), 2. 24 months (Strategic Approach for Preventing and Countering Violent Extremism (P/CVe) and Terrorism: Bangladesh Perspective)
9.	Source of Fund	Revenue Budget, GoB
10.	Title of Research	1. গোয়েন্দা তথ্য বিশ্লেষণের জন্য উপযুক্ত ও আধুনিক প্রযুক্তিগত পদ্ধতি চিহ্নিতকরণ, অনুসরণ এবং তার প্রয়োগ, 2. Strategic Approach for Preventing and Countering Violent Extremism (P/CVe) and Terrorism: Bangladesh Perspective
11.	EOI Publication Date	17 January 2024
12.	Time and Date of Pre-Proposal Meeting	14.30 hrs on 23 January 2024
13.	Closing Time and Date of EOI Submission	12 hrs on 30 January 2024
14.	Time and Date of EOI Opening	12.30 hrs on 31 January 2024
15.	Brief Description of the Assignment	1. গোয়েন্দা তথ্য বিশ্লেষণের জন্য উপযুক্ত ও আধুনিক প্রযুক্তিগত পদ্ধতি চিহ্নিতকরণ, অনুসরণ এবং তার প্রয়োগ, 2. Strategic Approach for Preventing and Countering Violent Extremism (P/CVe) and Terrorism: Bangladesh Perspective
16.	Qualifications of researcher/research firm	i) Researcher(s) is/are requested to send a write-up not exceeding 2000 words in Consistence with the topic as above (in prescribed form stated in Bangladesh Police Gobeshona Nitimala, 2018), Providing (a) Educational Qualifications (b) Birth certificate/NID (c) Years of Research Experience(d) Published Articles (with reference) (e) Certificate of Highest Degree (f) Resumes of Research Associate/Associates along with (g) e-TIN Certificate (h) No objection letter from the appropriate authority (if working in any public or private university or other autonomous body) to conduct the research. ii) Research firm(s) is/are requested to send a write-up not exceeding 2000 words in consistence with the topic as above (in prescribed form Stated in Bangladesh Police Gobeshona Nitimala, 2018) Providing (a) Trade License (b) Research Experience (c) Research Experience of the Chief Executive of the Firm (d) Educational Qualifications of the Chief Executive of the Firm (e) Resumes of Research Associate/ Associates along with letter of consent to conduct the research (f) Publications of the firm (Books), Articles/Research Articles) (g) Capacity of the Firm (Infrastructure/Logistic-Transport, Photocopier, Scanner etc), number of researchers and personnel (h) TIN Certificate of the Chief of Executive of Firm. Attested copies of relevant papers mentioned above must be submitted along with the EOI.
<b>Procuring Entity Details</b>		
17.	The Place where the application will be received	Special Superintendent of Police (Planning & Research), Special Branch Headquarters 11 <sup>th</sup> floor, Room No-1208, Malibag, Dhaka.
18.	Name of Official Inviting EOI	Mahmuda Amatullah
19.	Designation of Official Inviting EOI	Special superintendent of Police (Planning & Research), Special Branch, Headquarters.
20.	Address of Official Inviting EOI	Special Branch, Headquarters, Malibag, Dhaka.
21.	Contact details of Official Inviting EOI	Phone & Fax : 02-9340952 E-mail: sb.ssp&r@police.gov.bd
22.	The procuring entity reserve the right to accept or reject any or all EOIs	

  
২৬/০১/২৪

(Mahmuda Amatullah)  
Bp-8010126782  
Special Superintendent of Police (Planning & Research)  
For /Additional Inspector General,  
Special Branch, Dhaka.  
Phone & Fax : 02-9340952  
E-mail: sb.ssp&r@police.gov.bd



## **Section 6. Terms of Reference**

**A. Title:**“Strategic Approach for Preventing and Countering Violent Extremism (P/CVE) and Terrorism: Bangladesh Perspective”

**B. Objectives:**

The Researcher will consult with the concern authority regarding the objective.

**C. Description of the assignment:**

The following minimum activities to be conducted in this research –

- 1) Independently make research plan/ research proposal in compliance with mission and vision of Bangladesh Police and also with the Bangladesh Police Research Policy, 2018 (The Bangladesh Police Research Policy is available on [www.police.gov.bd](http://www.police.gov.bd))
- 2) Conduct research work as per approved research plan/research proposal in compliance with mission and vision of Bangladesh Police and also Bangladesh Police Research Policy, 2018;
- 3) Prepare a suitable dissertation;
- 4) The researcher/research organization has to accomplish his/her or their tasks by April 2025;
- 5) Research reports might be written either in Bangla or in English, but a standard English/Bangla translation must be submitted a standard Bangla translation
- 6) 200 printed copies of research reports ( English 100 & Bangla 100) with suitable design and format shall be submitted to SSP, P&R, Special Branch, Bangladesh Police, Dhaka after the completion of research work;
- 7) At least one formal presentation/dissemination seminar shall be made before Police officers and relevant experts after completion of research work.
- 8) At least one presentation shall be made before Proposal Evaluation committee (PEC) with technical proposal.
- 9) At least three presentations (i. Inception report; ii. Data Collection Report; iii. Draft Report) shall be made before Special Branch Research Committee and/Acceptance Committee during conducting of research work.
- 10) The formation of research team to be comprised with at least 03 (Three) researchers including principal investigator.
- 11) The researcher shall provide outline and workflow of each programs, based on the objectives of mentioned above. ( However, research objectives provided in the RFP might be revisited as per the requirement of the procuring entity if needed)
- 12) At least 10 copies (English 5, Bangla 5) research synopsis and shall be submitted to SSP, P&R, Special Branch, Bangladesh Police, Dhaka after completion of research work.
- 13) The researcher shall be able to participate in any meeting for reviewing progress as per demand of Special Branch when required;



**D. Research Technical Proposal shall contain:**

(a) **Executive summary:** In 500 words, it should make clear what the study is about, why it is important to study, and how it will be done.

(b) **Title:** "Strategic Approach for Preventing and Countering Violent Extremism (P/CVE) and Terrorism: Bangladesh Perspective"

(c) **Introduction:** A brief background of the proposed research work and its relevance;

(d) **Statement of the Problem:** This will include the relevant issues of the proposed research, its context, critical write-up of the existing literatures on the subject of the proposed research. This should show the knowledge gap that the proposed study will explore and the statement of purpose i.e. the researcher's interest in undertaking the study.

(e) **Research Questions /Objectives:** This could be written either as research questions or objectives. However, it should clearly spell out what research questions will achieve. It may be written in the form of general research questions/objectives and specific Research questions/objectives.

(f) **Conceptual Framework :** This will depict how the factors, variables or phenomena of the Research topic are interlinked, It should preferably be presented in a diagram form;

(g) **Significance:** This should describe in clear terms the importance of the proposed Research, its practical application in solving problems, and its policy implication;

(h) **Methodology:** This shall include three things (i) the approach and the strategy (ii) data collection methods; and (iii) data analysis methods. The approach may be quantitative, qualitative or a mixture of the two. In the case of the quantitative approach, the strategy could be experimental and non-experimental/survey. In the case of the qualitative approach the strategy could be ethnography, case study, grounded theory, phenomenological research, or narrative research. Whatever the approach and strategy could be, it must give ideas about the sample size and the sampling procedures. Data collection methods may vary according to the approach and the strategy. However, it may include (1) asking people through survey questionnaires and interviews (semi-structured, narrative) focus group; (2) observation of standardized experiments, participant and non-participant; and (3) studying documents or secondary analysis. Data analysis methods should specify how quantitative and qualitative data will be analyzed and interpreted. The researcher(s) should indicate how data validity will be ensured. The sample size shall be representative to generalize the study as per statistical formula. **This methodology shall present before Proposal/Tender Evaluation Committee (P/TEC) for evaluation purpose.**

(i) **Research Team:** This shall show the persons involved in the study with a brief bio-data of them focusing on their academic field and research experience;

(j) **Timeframe:** This shall show the time to be needed to carry out the research work in a flowchart showing the different stages of the research work including but not limited to (i) review of literature, (ii) questionnaire (if any) design (iii) pre-testing of questionnaire (iv) data collection (v) data processing and data analysis (vi) report writing (Dissertation) (vii) faculty seminar (viii) report finalizing.

(k) **Reference:** This should follow the HARVARD style of referencing



**E. Contract Duration:** The contract shall be for the period namely March/2024 - April/2025.

**F. Qualification**

- 1) Researchers/ Research Team Leader (Principal Investigator) shall have minimum Masters or M. Phil, or Ph.D. degree and affiliated with any university, institution or organization in Bangladesh. The applicant must submit a No Objection Certificate from the respective organization to carry out the research once selected.
- 2) Freelance Researchers/ any Research firm based in Bangladesh having Masters or M. Phil, or Ph. D may also apply
- 3) Ability to accomplish proposed implementation plan within time schedule & cost
- 4) Researchers must be available in the country throughout the research period.
- 5) Researcher / Research team leader (Principal investigator) must have at least 5 years of research experience in Government of Bangladesh under different ministries/division/ organizations/ NGOs and have ability to conduct a research independently.
- 6) Researcher/ Research team leader (Principal Investigator) must have at least three research publications in international or national journals. The list of journals shall be attached with RFP.
- 7) Research team shall be comprised with at least one member with law enforcement experience. Team member's full resume for the proposed research shall be attached with RFP.

**G. Experience:** Selected Researcher/Research team leaders are invited to provide information indicating that they are competent and qualified to perform this research. Description of similar assignments (Social research), experience in similar activities (Crime related), experience in similar operating environments and conditions (Police/ Law enforcing agency), professional qualification, experienced staffs document shall be attached with RFP.

**H. Other condition:**

- (i) Progress report shall be submitted within the date of 15<sup>th</sup> of every month until completion of Final Report.
- (ii) All documents regarding expenditure should be preserved and sent to respective authority.
- (iii) All materials and output of this study will be the intellectual property of Special Branch, Bangladesh Police, Dhaka.
- (iv) Proposal evaluation process shall be made in compliance with Public Procurement Act, 2006 and Public Procurement Rules, 2008.
- (v) Only short listed respondents would be invited for a brief presentation to show their competency and submit their financial proposals.
- (vi) Special Branch, Bangladesh Police, Dhaka will not compensate to any unsuccessful applicant for preparation of proposals. This announcement does not make any commitment to award a grant to anyone.
- (vii) Special Branch, Bangladesh Police, Dhaka reserves the right to accept or reject any proposal without assigning any reason.
- (viii) Research work may be terminated at any time, if the procuring entity reasonably perceives that the research quality and the timeline of research are not maintained.

### **Miscellaneous**

- 1) A Subject Matter Expert from Special Branch, Bangladesh Police, Dhaka and (if needed) one or more Field Liaison Officers from relevant police units must be attached during the conduction of the intended research;
- 2) Summary of recently published five researches/articles by the chief researchers must be submitted mentioning the name of the journal, ISBN, volume number and year
- 3) In case of PhD and M.Phil degree holders, the title of their concern research, department, university and the name of supervisor must be mentioned;
- 4) The procuring entity may monitor the process of data collection in the field in any phase of the research;
- 5) Every month the progress report of the conduction of the research must be submitted to the SSP, P&R, Special Branch, Bangladesh Police, Dhaka as a part of the contract made between the parties;
- 6) In any phase of the conduction of the research, the SSP, P&R, Special Branch, Bangladesh Police, Dhaka may postpone the contract signed with the researcher/ research firm, if gross plagiarism or irregularity is identified;
- 7) The researcher/research organization must submit a total of 200 copies (English 100 and Bangla 100) of full research report with agreed design and format including softcopies
- 8) The researcher/firm must submit 2 articles (one English & one Bangla) suitable for publishing in journals (4000 words) based on the same to the SSP, P&R, Special Branch, Bangladesh Police, Dhaka after completion of the research.
- 9) The researcher/research organization shall follow Harvard referencing style for citing any reference as well as preparing bibliography;
- 10) The researcher/research organization shall include National Identification Number, e-TIN, VAT certificate with technical proposal;
- 11) Three copies of recent colour passport size photograph shall be attached;
- 12) In view of conducting research, the teachers from the public/private universities or officers from autonomous bodies of Bangladesh must include 'No Objection certificate' with the proposal;



## Section 6. Terms of Reference

**A. Title:** “গোয়েন্দা তথ্য বিশ্লেষণের জন্য উপযুক্ত ও আধুনিক প্রযুক্তিগত পদ্ধতি চিহ্নিতকরণ, অনুসরণ এবং তার প্রয়োগ”

**B. Objectives:**

গোয়েন্দা তথ্য বিশ্লেষণে উপযুক্ত ও আধুনিক পদ্ধতি চিহ্নিতকরণ পূর্বক তা অনুসরণের মাধ্যমে Result Oriented কাজিত গোয়েন্দা তথ্য প্রাপ্তির প্রেক্ষিতে বিজ্ঞানভিত্তিক গোয়েন্দা ফলাফল প্রাপ্তি এবং গোয়েন্দাদের যথাযথ মূল্যায়ন এ গবেষণার মূল লক্ষ্য।

**C. Description of the assignment:**

The following minimum activities to be conducted in this research –

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- 8) At least one presentation shall be made before Proposal Evaluation committee (PEC) with technical proposal.
- 9) At least three presentations
  - a. Inception report, Data Collection Report , Draft Report;
  - b. Research evaluation report;
  - c. Capacity development and implementation presentationshall be made before Special Branch Research Committee and/Acceptance Committee during conducting of research work.
- 10) The formation of research team to be comprised with at least 03 (Three) researchers including principal investigator.
- 11) The researcher shall provide outline and workflow of each programs, based on the objectives of mentioned above. ( However , research objectives provided in the RFP might be revisited as per the requirement of the procuring entity if needed)
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