

**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH  
SUSTAINBLE COASTAL AND MARINE FISHERIES PROJECT (SCMFP)  
DEPARTMENT OF FISHERIES (DOF)  
MINISTRY OF FISHERIES AND LIVESTOCK (MoFL)**

## **Format for Submission of Letters of Interest (LOI)**

**Note:** The LOI shall be submitted in a sealed envelope, inscribing "Application for MARICULTURE APPLIED/ACTION RESEARCH, TECHNOLOGY INNOVATION, COMMERCIALIZATION AND PRODUCTION PILOTING" to the Project Director, Sustainable Coastal and Marine Fisheries Project (SCMFP), Room no. 1011 (10<sup>th</sup> Floor), Matshya Bhaban, Ramna, Dhaka-1000" on or before 20 October 2021, 12.00 PM. The applicant shall submit online filled in form along with PDF and soft copy of application through the link: <https://forms.gle/pVHuY4Ri4iNNXr2P8> and/or digital copy in pen drive.

### **PART-1: APPLICANT'S PROFILE**

1. APPLICANT'S PROFILE: Provide a brief description of the applicant's organisation (company, research institution, consortium, NGO, businesses, enterprises and other), main activity, ownership, experience to date, and personnel. If this is a consortium then each organisation in the partnership needs to provide the same details as the lead agency. Provide evidence of the legal status of the applicant (if applicable). Applicant's Profile must include:

- Name of Applicant Organization:
- Address of the proposed institute/organization/firm/hatchery/project:
- Registration details:
- Organization details:
  - o Date of establishment:
  - o General experience on research (years up to closing date of LOI submission):
  - o Specific experience in the area of grant application (years up to closing date of LOI submission):
  - o Human resources and research facilities of host organization:

- Name of proposed Principal Investigator(s):
- Academic qualification of Principal Investigator(s): (please attach certificates)
- Journal publications of Principal Investigator(s) in relevant fields:
- Experience of outreach research activities for commercialization of innovative technology: (shall be endorsed by the head of respective organizations)
- Experience of applicant in conducting similar research and innovation: (shall be endorsed by the head of respective organizations)
- Address for communication:
- Mailing address:
- Mobile Number:
- Email address:
- Relevant certificates/documentary evidences issued by appropriate authority:
- CONTACT PERSON AND ADDRESS: Provide the name of the main contact person, including the role of the person as well as the contact details of the applicant (full address, phone number, email address)

## **PART-2: SUB-PROJECT**

2. SUB-PROJECT TITLE: Should reflect brief activities and outcomes of the project with title.

3. LOCATION OF SUB-PROJECT: Specific site of the proposed sub-project investment (including detailed geographic ID/Codes). Attach a general map. Whether the Sub-project built on encroached areas viz. river levees, accredited chars, planted or natural mangrove patches or in illegally occupying or having any legal disputes?

4. SUB-PROJECT OBJECTIVE: Provide brief objective of the investment sub-project.

5. PROJECT DESCRIPTION AND RATIONALE: Provide a brief description of the proposed sub-project including, but not necessarily limited to, the rationale for the proposed sub-project and

its activity, description of the idea, main activities to be carried out in the sub-project, main actors and their respective roles, Applicant's current operations. It is important to demonstrate a good understanding of the current market and the impact of the proposed sub-project. Submission of any additional evidence of agreements, partnerships, identified markets, etc. will strengthen the LOI.

6. Whether and how the sub project contributing to improved productivity and incomes, increased employment and create new economic opportunities across the seafood value chain, particularly for small-scale growers and creating opportunities for supplying international markets with seafood products (export-led growth).

5.1 Project's Logical Framework that shall reflect the following:

- Goal (long term vision) towards which the project will contribute;
- Objective(s) of the project achieved by execution of the project;
- Results with indicators by objective(s);
- Key activities to achieve the results, including deliverables.

6. TARGET BENEFICIARIES. What are the expected benefits of the project and who are the beneficiaries benefitted? How many are they?

7. TARGETED AREA: Location of the sub-project implementation (e.g. where beneficiary growers are located – numbers of existing suppliers and new suppliers; area of expansion; etc.)

8. INPUTS: What are the proposed inputs in relation to the objectives and its key activities?

9. Cross-cutting issues- Describe how the project would address contribution to social development, such as effective gender mainstreaming, employment of ethnic communities and disabled people, proactive measures to develop research capacity and skills among youth and women, entrepreneurship development and environmental sustainability.

10. Whether the sub-project complying with World Bank Group social and environmental safeguards policies and the Project Environmental and Social Management Framework (ESMF), and causing any social or environmental damage.

11. Project risks, if any, and mitigation plans: Describe project's risks and mitigation measures.

12. Work plan: Provide a time frame for each activity, preferably in a Gantt chart.

13. Project Management: How will the matching grant sub-project be managed (institutional structure, other partners involved)? What would be the responsibility of each partner/personnel and modus operandi to achieve project objectives?

14. Monitoring and Evaluation: When and how these could take place?

15. EXPECTED OUTPUTS AND IMPACT: Briefly state what are the specific outputs and expected impact of the proposed sub-project? Provide information on improvement in mariculture, ecology, climate impact, productivity and profitability, including the mechanism and pathways of distributing and benefiting the nation and contributing in the blue economy.

16. MARKET ANALYSIS: Analysis of the market potential and linkages of the sub-project. Show the financial benefits of the project (if relevant).

17. TIME FRAME: The projected time frame—start and ending. Duration of the sub-project.

18. ESTIMATED BUDGET: Provide information on required budget to implement the proposed activities. The budget should list all the inputs required to implement the sub-project [**Please note that the estimated budget should be aligned with the provision in Grant Operation Manual (GOM) of SCMFP**].

19. SUMMARY CASH FLOW: Give a brief indication of projected cash flow of the sub-project.

20. MATCHING GRANT: Provide information on the size and allocation of the proposed matching grant activity. Provide a detailed Results/Activity-wise budget, also include co-financing with evidence on the applicant's contribution toward the matching grant. **Please note that the applicant's contribution must come from internally generated funds (including loans) or equity—SCMFP will not support sub-projects that are already funded or co-funded by other Government projects/funds.**

21. Sustainability of project activities: A brief on sustainability of project activity after the financing ends.

Certified that the information furnished above are true to the best of my knowledge. I hereby state my willingness to provide my establishment (educational institute/research organization/firm/partnership/company) for the project implementation activities of "Mariculture applied/action research, technology innovation, commercialization and production piloting" related matching grant program of the SCMFP.

Date:

Signature:

Printed Name, designation & address:

Enclosures:

1. Copy of Registration of Institute/Research organization/Firm/Consultant.
2. Copy of relevant experience certificates (education/journal publication/completion reports)
3. Copy of partnership deed and documentary evidence, if any.
4. Copy of TIN certificate and Certificate of IT Return for 2020-21 Assessment Year (if applicable).
5. Copy of VAT registration (Where applicable).