

## EXPRESSION OF INTEREST TO Participate in the Feed the Future Bangladesh Cereal Systems Initiative for South Asia Mechanization Extension Activity (CSISA-MEA)

Greetings from CSISA-MEA Project.

CIMMYT in collaboration with iDE, and Georgia Institute of Technology are partnering in the USAID-funded Cereal Systems Initiative for South Asia Mechanization Extension Activity (CSISA-MEA) to increase the productivity, competitiveness and efficiency of domestic agricultural machinery manufacturing, assembly, use, and servicing through building manufacturing capacity, improving the quality of manufacturing practices, increasing workplace safety, and strengthening agriculture mechanization market systems.

CSISA-MEA is looking to form partnerships with the machinery or parts manufacturers in the following areas:

- Spare parts manufacture and Mechanics shops
- Assisting manufacturers to access quality raw materials
- Assisting in improving the assembly process for the agricultural, post-harvest, and processing machineries
- Enhancing technical skills of your staff, including women and youth
- Development of new business models for sales of appropriate machinery to farmers
- Develop linkage with financial institutes

If you are an agricultural machinery or machinery parts manufacturer and would like to explore the potential partnership with the CSISA-MEA project, we are delighted to ask you to submit a formal expression of interest by completing and returning the documents listed in this EOI.

Please find attached both English and Bangla versions of EOI, you can fill out either of the versions.

Considering the submission of these documents, we shall invite the short-listed firms for a business assessment and scope of work development meeting in November 2021 in the CSISA-MEA Field Office in your region. We request you to kindly submit the expression of interest and the required documents attached to this email by **October 25, 2021**.

Thank you for your interest in partnership with the USAID-funded CSISA-MEA project and we look forward to hearing from you soon.

Best regards,

**Procurement Team, Regional Office**  
CSISA-MEA, Bangladesh

# Expression of Interest for Participation in CSISA-MEA

**1. The Expression of Interest Information should follow these guidelines:**

**Writing guide:** The submission can be in English or Bangla, be no smaller than 12 font size.

**Submission process:** Submit the EOI electronically to [j.islam@cgiar.org](mailto:j.islam@cgiar.org) and [md.r.islam@cgiar.org](mailto:md.r.islam@cgiar.org) (email both) in pdf format or by hard copy to the following addresses at the CSISA-MEA regional offices, mentioning “**EOI: agricultural machinery and spare parts manufacturing**” on top of the envelope. If you have any questions about the EOI submission, please contact us through email. The contact information of the regional offices is provided below.

**For Cox’s Bazar Region:**

**Md. Zakaria Hasan**  
CIMMYT-Bangladesh  
Cox’s Bazar Field Office, Sultan Mansion,  
South Hazi Para, Zilongja, Cox’s Bazar-4700

**2. Please fill out the below sections:**

**A. Organizational Details:** Please include your organization's name, proprietor’s name and contact details, point of contact with details,

Name of workshop/Foundry/Workshop with Foundry: -----

GPS Location:            Longitude:-----            Latitude:-----

Name of the Proprietor: -----

Address of the Workshop/Foundry: -----

Mobile No: -----

Email/Skype/WhatsApp/Messenger/Viber/Pager: -----

Type of workshop:                      Machine Shop                      Foundry

Year of establishment: -----

Proprietorship type of the business:    Own                      Paternal                      Partnership

Ownership of the workshop's land:      Own                      Rented                      Lease

Business focused sector:                      Agriculture                      Automobile                      Other Industry

Membership of business-related association:

Name of the association: -----

Your position in the association: -----

Human resources:

Number of staff / Workforce: Male ----- Female -----

Number of staff within each age range

Less than 18 years: -----

Between 18-35:-----

36 and above: -----

Major products of the SMEs:

PRODUCT NAME (Tick as many as apply)	IS THIS A HIGH / MEDIUM / LOW priority for your business? (Circle one)
<input type="checkbox"/> Close/Open Drum Thresher	HIGH / MEDIUM / LOW
<input type="checkbox"/> Power Tiller	HIGH / MEDIUM / LOW
<input type="checkbox"/> Diesel Engine	HIGH / MEDIUM / LOW
<input type="checkbox"/> Potato harvester	HIGH / MEDIUM / LOW
<input type="checkbox"/> Chopper Machine	HIGH / MEDIUM / LOW
<input type="checkbox"/> Maize Sheller Machine	HIGH / MEDIUM / LOW
<input type="checkbox"/> Centrifugal pump	HIGH / MEDIUM / LOW
<input type="checkbox"/> Different agricultural machinery spare parts fabrication	HIGH / MEDIUM / LOW
Any other, please name:	
<input type="checkbox"/> _____	HIGH / MEDIUM / LOW
<input type="checkbox"/> _____	HIGH / MEDIUM / LOW

<input type="checkbox"/> _____	HIGH / MEDIUM / LOW
<input type="checkbox"/> _____	HIGH / MEDIUM / LOW
<input type="checkbox"/> _____	HIGH / MEDIUM / LOW
<input type="checkbox"/> _____	HIGH / MEDIUM / LOW
<input type="checkbox"/> _____	HIGH / MEDIUM / LOW

Yearly production capacity:

For Foundry (in total Kg/MT of weight): -----

For workshop

Total number of spare parts produced in last 12 months \_\_\_\_\_

Total number of complete machines produced in last 12 months \_\_\_\_\_

Top three complete machines produced

1. Name \_\_\_\_\_ number of machines \_\_\_\_\_

2. Name \_\_\_\_\_ number of machines \_\_\_\_\_

3. Name \_\_\_\_\_ number of machines \_\_\_\_\_

Your business's annual turnover (in BDT) averaged over the last three years

\_\_\_\_\_

What are the sources of your raw materials? (Multiple answers can be selected)

- Ship breaking materials directly from Chattogram
- Ship breaking materials from district level vendors
- Scrap materials (like engine parts) collecting from district level vendors
- Materials, like plain sheet, angle, flat bar, channel, shaft, etc., directly from Nababpur, Dhaka
- Materials, like plain sheet, angle, flat bar, channel, shaft, etc., from distinct level vendors who already collected from Dhaka
- Direct import
- Others (specify) \_\_\_\_\_

How do you supply your products to buyers? (Check all that apply)

- Independent showroom/outlet \_\_\_\_\_
- # of own sales outlet \_\_\_\_\_
- the number of dealers \_\_\_\_\_
- the number of retailers or sales agents \_\_\_\_\_
- the major target groups of customers \_\_\_\_\_
- supplying to any big companies- who are they, Business coverage areas (Upazila/District) \_\_\_\_\_
- export of machines or spare parts– what products are exporting and in which countries etc.) \_\_\_\_\_

If any other, please name

\_\_\_\_\_

**B. Partnership experience:** Have you ever worked before with any partners or development projects? If yes, briefly describe it on a separate piece of paper in at least two paragraphs indicating the partners you engaged with, how you engaged with them, what years you engaged them in, and what the results of your engagement were.

**C. Targets for the next 12 months:** for the following items, please circle the answer or fill in the information by writing.

a) Production volume:    Keep at present level    Increase by 1.5 times    Double    Triple

b) Sales growth:            Keep at present level    Increase by 1.5 times    Double    Triple

Total sales target for the next 12 months in BDT \_\_\_\_\_

c) How widely do you supply your products?:    District            Lead firms            Countrywide  
International

d) Do you want to manufacture new agriculture machinery or spare parts and market them?  
Yes                          No

If Yes, which machinery and spare parts?

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

e) Do you want to assemble agricultural machinery as an income generating activity for your business?  
Yes                          No

If Yes, which machinery?

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

f) From where do you want source your raw materials?: (Multiple answers can be selected)

- From district level distributors
- From National level distributors
- From Direct imports
- From Others (specify) \_\_\_\_\_

g) How widely would you like to distribute and sell your products?: (Multiple answers can be selected)

- District level direct sales

- National level direct sales
- District level distributor
- National level distributors
- Other (specify) \_\_\_\_\_

f) Would you like to increase your Business's relationships with large machinery companies (including importers or domestic companies), which manufacture, assemble or sell agricultural equipment?

Yes                  No

If yes, describe how you would like to increase your business's relationships with large machinery companies? (in 3-4 sentences)

g) Do you have a plan to generate new employment opportunities especially for youth and women?

Yes                  No

If yes, describe how you would like to generate new employment opportunities? (in 3-4 sentences)

h) Are you interested in improving your worker's occupational health and safety?

Yes                  No

If yes, describe how you would like to improve your worker's occupational health and safety? (in 3-4 sentences)

i) Which of these new areas of investment interest your businesses? (Multiple answers can be selected)

- Hire skilled staffs
- New Machines
- New tools
- Infrastructure development
- Increase production volume
- Credit sales
- Human resources development
- Business promotion
- Other (Specify) \_\_\_\_\_

k) What sources of funds would you use to expand your business's profits? (Multiple answers can be selected)

- Own money
- Loan from banks & other Financial Institutions

- New partners
- Advance sales
- Loan from Friends and Family
- Other (specify) \_\_\_\_\_

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**D. Priority issues for the SME:** Tick the below items that are important for your company to reach your next 12 months target: (multiple answers can be selected)

- Meet national (Bangladesh) standards (BDS)
- Meet international standards, e.g., ISO 9001, (ISO, Chinese, USA, EU)
- Include a foundry (metal casting)
- Include plastics or rubber processing machinery
- Include metal working machinery (machine tools, welding, etc.)
- Improve the quality of spare part manufacture
- Establish and/or improve business linkage with lead firms
- Have countrywide supply chain (sales agent, own sales center, dealership, franchise)
- Link with international supply chains for agricultural machinery, e.g., with Tata, John Deere, Agco, etc., in India, China, Thailand, USA, EU, Japan, South Korea, etc.
- Have access to international markets, e.g., export to India, Nepal, China or other countries
- Modify or retrofit the machines or spare parts (if required) before selling them to the customers

**E. Willingness to build your workforce's capacity through a training program** (Multiple answers can be selected)

- Allow your workers time off during the workday for training
- Allow your workers to receive a full-time (short course) training outside of their work location
- Pay wages to your workers during their full-time training period
- Allow your workers to be trained as trainers for your company's workers
- Allow your workers to be trained as trainers for workers from other companies
- Provide space in your factory for training activities
- Provide equipment in your factory for training activities
- Allow workers from other companies to train at your factory
- Pay money for your workers' training

**F. Access to finance (please answer on a separate piece of paper):** How do you manage your finance? Describe briefly your plan to manage required finance/cash flow to reach your target for the next 12 months. Please provide at least a two-paragraph answer.

**G. Challenges and your plan to overcome them (please answer on a separate piece of paper):** What types of challenges are you facing in manufacturing, assembling and/or selling agricultural machinery

and spare parts? Briefly describe your plan to overcome each challenge to reach your target for the next 12 months.

**H. Interested areas to work with CSISA-MEA and support needs (please answer on a separate piece of paper):** What support do you want to get from the project to reach your goal and why are these needed?

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**3. Documents required (please append to submission)**

**1. Legal documents:** If available, please include your organization's registration in Bangladesh under the appropriate department. Also, please mention Yes/No in the following list.

- |  |      |                 |
|--|------|-----------------|
| 1. Trade License                                     | Yes  | No              |
| 2. Tax Identification Number (TIN),                  | Yes  | No              |
| 3. VAT registration documents,                       | Yes  | No              |
| 4. Company Bank Account details                      | Yes  | No              |
| 5. And any other business documents you wish to add, | Name | of the document |
- \_\_\_\_\_