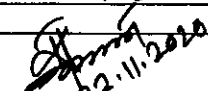


**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH**  
**Ministry of Public Administration**  
**Bangladesh Secretariat, Dhaka**  
**Invitation for Tender**

|                                 |  |  |  |   |
|---------------------------------|--|--|--|---|
| 1                               | Ministry/Division  | Ministry of Public Administration  |  |   |
| 2                               | Agency   | Ministry of Public Administration  |  |   |
| 3                               | Procuring Entity Name  | Ministry of Public Administration  |  |   |
| 4                               | Procuring Entity District  | Dhaka  |  |   |
| 5                               | Invitation for   | Tender   |  |   |
| 6                               | Invitation Ref No  | 05.00.0000.113.23.009.2020-827   |  |   |
| 7                               | Date   | 22 November 2020   |  |   |
| <b>KEY INFORMATION</b>          |  |  |  |   |
| 8                               | Procurement Method   | OTM (Framework)  |  |   |
| <b>FUNDING INFORMATION</b>      |  |  |  |   |
| 9                               | Budget and Source of Funds   | Revenue/GOB  |  |   |
| <b>PARTICULAR INFORMATION</b>   |  |  |  |   |
| 10                              | Project /Programme Code  | Not Applicable   |  |   |
| 11                              | Project /Programme Name  | Not Applicable   |  |   |
| 12                              | Tender Package No.   | 1 (2020-21)  |  |   |
| 13                              | Tender Package Name  | Procurement of<br>Lot-1 Gold Medal.<br>Lot-2 Metal molded special type trophy<br>Lot-3 Event Management Work for Jonoprosason Padak-2020   |  |   |
| 14                              | Tender Publication Date  | 23-11-2020   |  |   |
| 15                              | Tender Last Selling Date   | Date   | Time   |   |
|                                 |  | 06-12-2020   | 13:00  |   |
| 16                              | Tender Closing Date and Time   | 07-12-2020   |  | 14:00   |
| 17                              | Tender Opening Date and Time   | 07-12-2020   |  | 15:00   |
| 18                              | Name & Address of the office(s)  | Address  |  |   |
|                                 | <i>Selling Tender Document (Principal)</i>   | Senior Assistant Secretary, Administration-4, Ministry of Public Administration, Room#114, Building#3, Bangladesh Secretariat, Dhaka.  |  |   |
|                                 | <i>Receiving Tender Document</i>   | Senior Assistant Secretary, Administration-4, Ministry of Public Administration, Room#114, Building#3, Bangladesh Secretariat, Dhaka   |  |   |
|                                 | <i>Opening Tender Document</i>   | Senior Assistant Secretary, Administration-4, Ministry of Public Administration, Room#114, Building#3, Bangladesh Secretariat, Dhaka.  |  |   |
| 19                              | Place / Date / Time of Pre-Tender Meeting (Optional)                                   | Date   | Time   |   |
|                                 |  | 23-11-2020   | 10.00 am-11.00 am  |   |
| <b>INFORMATION FOR TENDERER</b> |  |  |  |   |
| 20                              | Brief Eligibility and Qualification of Tenderer  | The tenderer should be well-experienced with (1) Trade license Valid for 2020-21 (2) Income Tax Clearance Certificate for the financial Year of 2019-20 (3) Bank Solvency Certificate (Collected on or after 23 Nov 2020) (4) Vat Registration certificate (5) Required Tender Security (Bank Draft/Pay Order) (6) Bank Statement (Nov 2019 – Nov 2020) (7) Undertaking of not being Black Listed/debarment in any Govt./Autonomous body (8) Similar Type of experience (with NOA) of minimum 02 Successful completion certificate within last 03 years (9) Must be Fulfilled other Qualifications as stated in STD. |  |   |
| 21                              | Brief Description of Goods or Works  | Supply of-<br>LOT-1 Gold Medal.<br>LOT-2 Metal molded special type trophy<br>LOT-3 Event Management Work for Jonoprosason Padak-2020   |  |   |
| 22                              | Brief Description of Related Services  | Not Applicable   |  |   |
| 23                              | Price of Tender Document (Tk)  | LOT-1/LOT-2/LOT-3 - 1000.00  |  |   |
| 24                              | Lot No   | Identification of Lot  | Location   | Tender Security Amount (Tk)                           |
|                                 | 1  | Gold Medal   | Ministry of Public Administration Bangladesh Secretariat, Dhaka. | 45,000.00   |
|                                 | 2  | Metal molded special type trophy   |  | 18,000.00   |
|                                 | 3  | Event Management Work for Jonoprosason Padak-2020  |  | 35,000.00   |
|                                 |  |  |  | Completion Time in Weeks<br>(Before 24 December 2020) |
|                                 |  |  |  | 02 (Two) weeks<br>(Before 24 December 2020)           |
|                                 |  |  |  | 02 (Two) weeks<br>(Before 24 December 2020)           |
|                                 |  |  |  | 02 (Two) weeks<br>(Before 24 December 2020)           |
| 25                              | Name of Official Inviting Tender   | Md. Kaisarul Islam   |  |   |
| 26                              | Designation of Official Inviting Tender  | Senior Assistant Secretary, Admin-4, Ministry of Public Administration   |  |   |
| 27                              | Address of Official Inviting Tender  | Room#114 (1 <sup>st</sup> Floor), Building #3, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.   |  |   |
| 28                              | Contact details of Official Inviting Tender  | 02-9540540   | Fax: 02-9545056  | admins@mpa.gov.bd                                     |
| 29                              | The Procuring Entity reserves the right to accept or reject all or any of the tenders. |  |  |   |

  
 Md. Kaisarul Islam  
 Senior Assistant Secretary  
 Phone: 9540540