

Government of the People's Republic of Bangladesh  
Ministry of Public Administration  
Government Employee Management System  
Bangladesh Secretariat, Dhaka

**Invitation for Tender**

1	Ministry/Division	Ministry of Public Administration		
2	Agency	Ministry of Public Administration		
3	Procuring Entity Name	সরকারি কর্মচারী ব্যবস্থাপনা পদ্ধতি, জনপ্রশাসন মন্ত্রণালয়		
4	Procuring Entity District	Dhaka		
5	Invitation for	Tender		
6	Invitation Ref No	05.00.0000.248.07.001.24-132		
7	Date	30-04-2024		
<b>KEY INFORMATION</b>				
8	Procurement Method	OTM		
<b>FUNDING INFORMATION</b>				
9	Budget and Source of Funds	Revenue/GOB		
<b>PARTICULAR INFORMATION</b>				
10	Programme Code	120014101		
11	Programme Name	সরকারি কর্মচারী ব্যবস্থাপনা পদ্ধতি, জনপ্রশাসন মন্ত্রণালয়		
12	Tender Package No.	MoPA/GEMS GD 029 (2023-2024) Code No 4112303		
13	Tender Package Name	Procurement of Electric Accessories/Materials		
14	Tender Publication Date	01-05-2024		
15	Tender Last Selling Date and Time	13-05-2024; 02-00 pm		
16	Tender Closing Date and Time	14-05-2024; 12-00 pm		
17	Tender Opening Date and Time	14-05-2024; 12-30 pm		
18	Name & Address of the Office(s)	Address		
	Selling Tender Document	Office of the Program Director		
	Receiving Tender Document	Government Employee Management System		
	Opening Tender Document	& Joint Secretary (PACC) Ministry of Public Administration Room # 105 (B), Building #3, Bangladesh Secretariat, Dhaka.		
19	Place/Date/Time of Tender Opening	Place: Do Date: 14-05-2024 Time: 12.30 pm		
<b>INFORMATION FOR TENDERER</b>				
20	Brief Eligibility and Qualification of Tenderer	The tenderer should be well-experienced with (1) Valid Trade License of 2023-2024; (2) Income Tax Certificate of 2023-2024, (3) Bank Solvency Certificate Collected on or after 01 May 2024; (4) VAT Registration Certificate/BIN (5) Tender Security (Pay Order/Bank Draft);(6) Undertaking of not being blacklisted or debarred by any government/autonomous body; (7) The minimum amount of liquid assets i.e. working capital or credit line(s) as stated in STD-TDS; (8) The Tenderer shall have minimum of 3 years of overall experience; (9) The minimum specific experience as Supplier in supply of similar Goods of at least one (1) contract successfully completed within the last 2 years with a value of at least Tk.20.00 (Twenty) lakh only; (10) Other qualifications as stated in STD must be full filled; (11) Manufacturer authorization is required.		
21	Brief Description of Goods	Electric Accessories/Materials		
22	Brief Description of related services	Installation & Commissioning of the Goods.		
23	Price of Tender Document (Tk)	Tk 1000/-		
24	Lot	Identification of Lot	Location	Tender Security
	1	Electric Accessories/Materials	Office of the Program Director Government Employee Management System & Joint Secretary, Public Administration Computer Center (PACC) Ministry of Public Administration Room # 105 (B), Building #3, Bangladesh Secretariat, Dhaka.	65,000/-
				Completion Time in Weeks
				04 (Four) week
25	Name of Official Inviting Tender	Md. Doulutuzaman Khan		
26	Designation of Official Inviting Tender	Joint Secretary, Public Administration Computer Center (PACC) & Programme Director, Government Employee Management System, Ministry of Public Administration, Bangladesh Secretariat, Dhaka		
27	Address of Official Inviting Tender	Room #105(kha), Building # 03, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.		
28	Contact details of Official Inviting Tender	Tel. 02-55100512		E-mail: gems@mopa.gov.bd
29	Detail Invitation for Tender	www.mopa.gov.bd		
30	The Procuring Entity reserves the right to accept or reject all or any of the tenders.			

  
Md. Doulutuzaman Khan  
Programme Director

Government Employee Management System  
& Joint Secretary (PACC)  
Ministry of Public Administration