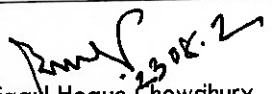


GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
Ministry of Public Administration
 Bangladesh Secretariat, Dhaka
Invitation for Tender

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	05.00.0000.113.07.037.2022-597		
7	Date	23 August 2022		
KEY INFORMATION				
8	Procurement Method	OTM (Framework)		
FUNDING INFORMATION				
9	Budget and Source of Funds	Revenue/GOB		
PARTICULAR INFORMATION				
10	Project /Programme Code	Not Applicable		
11	Project /Programme Name	Not Applicable		
12	Tender Package No.	1(2022-23)		
13	Tender Package Name	Procurement of Lot-1 Other Stationeries		
14	Tender Publication Date	24 August 2022		
15	Tender Last Selling Date and Time	06 September 2022; 03:00 pm		
16	Tender Closing Date and Time	07 September 2022; 12:00 pm		
17	Tender Opening Date and Time	07 September 2022; 02:00 pm		
18	Name & Address of the office(s)	Address		
	Selling Tender Document	Deputy Secretary, Administration-4, Ministry of Public Administration, Room#114 (1 st Floor) Building #3, Bangladesh Secretariat, Dhaka.		
	Receiving Tender Document	Deputy Secretary, Administration-4, Ministry of Public Administration, Room#114 (1 st Floor) Building #3, Bangladesh Secretariat, Dhaka.		
	Opening Tender Document	Additional Secretary, Administration- Branch, Ministry of Public Administration , Room#111(1 st Floor) Building#3, Bangladesh Secretariat, Dhaka		
19	Place / Date / Time of Pre-Tender Meeting (Optional)	Date	Time	
		25 August 2022	10.00 am - 12.00 am	
INFORMATION FOR TENDERER				
20	Brief Eligibility and Qualification of Tenderer	The tenderer should be well-experienced with (1) Valid Trade License of 2022-23; (2) Income Tax Certificate of 2020-21(3) Bank Solvency Certificate Collected on or after 24 August 2022; (4) VAT Registration Certificate (5) Tender Security (Pay Order/Bank draft/Bank Guaranty); (6) Bank Statement (01 September 2021- 25 August 2022); (7) Undertaking of not being blacklisted or debarred by any government/autonomous body; (8) The minimum amount of liquid assets i.e. working capital or credit line(s) as stated in STD-TDS; (9) The Tenderer shall have minimum of 5 years of overall experiences; (10) Specific Completion Certificate in relevant works supported by NoA/work order; (11) Other qualifications as stated in STD must be full filled.		
21	Brief Description of Goods	Lot-1 Other Stationeries (Seal, Nameplate, Location Board etc.)		
22	Brief Description of Related Services	Not Applicable		
23	Price of Tender Document (Tk)	LOT-1-Tk. 1000.00		
24	Lot	Identification of Lot	Location	Tender Security Amount (Tk)
	1	Other Stationeries (Seal, Nameplate, Location Board etc.)	Ministry of Public Administration Bangladesh Secretariat, Dhaka.	60,000.00
				02 (Two)
25	Name of Official Inviting Tender	Mohammad Ashfaqu Hoque Chowdhury		
26	Designation of Official Inviting Tender	Deputy Secretary, Admin-4, Ministry of Public Administration		
27	Address of Official Inviting Tender	Room#114, Building #3, Ministry of Public Administration Bangladesh Secretariat, Dhaka.		
28	Contact details of Official Inviting Tender	02-9540540	Fax: 02-9545056	admincs@mopa.gov.bd
29	The Procuring Entity reserves the right to accept or reject all or any of the tenders.			


 Mohammad Ashfaqu Hoque Chowdhury
 Deputy Secretary
 Ph: 9540540