

Government of the People's Republic of Bangladesh

Office of the Chief Conservator of Forests

Finance, Budget & General Direction Unit

Bangladesh Forest Department

Ban Bhaban, Agargaon, Dhaka-1207

Tender Notice

Memo. No: 22.01.0000.008.07.022.25.1069

Date: 16/07/2025

1	Ministry/Division	Ministry of Environment, Forest and Climate Change		
2	Agency	Bangladesh Forest Department		
3	Procuring Entity Name	Assistant Chief Conservator of Forests, Finance, Budget & General Direction Unit		
4	Procuring Entity District	Dhaka		
5	Invitation For	1. Supply of food items for the refreshment of participants in different events/meetings of Office of the Chief Conservator of Forests. 2. Supply of materials i.e pad, pen, etc. and and food items i.e breakfast, lunch, snacks, drinking water bottle for the Participants of different Seminar and Workshops 3. Supply of Food items i.e breakfast, lunch, snacks & dinner for the refreshment of committee members & support staffs involved in manpower Recruitment 4. Supply of Training materials i.e pad, pen, etc. and food items i.e breakfast, lunch, snacks, drinking water bottle for the trainees of different training programs 5. Supply of foods, different materials and goods to celebrate various events, international & national days		
6	Issued Date	16-07-2025		
7	Invitation Ref. No.	22.01.0000.008.07.022.25.1069		
8	Procurement Method	Open Tendering Method (OTM); (Framework), National Competitive Tender (NCT);		
9	Budget and Source of Funds	Revenue Budget		
10	Tender Package No.	(1) ACCFG/2025-26/GR-02, (2) ACCFG/2025-26/GR-03, (3) ACCFG/2025-26/GR-06, (4) ACCFG/2025-26/GR-07, (5) ACCFG/2025-26/GR-13		
11	Tender Package Name	1. Supply of food items for the refreshment of participants in different events/meetings of Office of the Chief Conservator of Forests. 2. Supply of materials i.e pad, pen, etc. and and food items i.e breakfast, lunch, snacks, drinking water bottle for the Participants of different Seminar and Workshops 3. Supply of Food items i.e breakfast, lunch, snacks & dinner for the refreshment of committee members & support staffs involved in manpower Recruitment 4. Supply of Training materials i.e pad, pen, etc. and food items i.e breakfast, lunch, snacks, drinking water bottle for the trainees of different training programs 5. Supply of foods, different materials and goods to celebrate various events, international & national days		
12	Tender Document Last Selling Date	30-07-2025 (Office Hours)		
13	Tender Closing Date and Time	31-07-2025 at 02:00 PM		
14	Tender Opening Date and Time	31-07-2025 at 02:30 PM		
15	Name and Address of the Office of Selling the Tender Document and Receiving & Opening Tender Document.	Assistant Chief Conservator of Forests, Finance Budget & General Direction Unit, Room No. 216 (1 st Floor), Bangladesh Forest Department, Ban Bhaban, Agargaon, Dhaka-1207. Attention: Range Officer, Sadar Range, Finance Budget & General Direction Unit, Room No. 224 only for Tender Document Selling.		
16	Pre-Tender Meeting Place, Date and Time	N/A		
17	Eligibility of Tenderer	As per Tender Documents.		
18	Brief Description of Works	1. Supply of food items for the refreshment of participants in different events/meetings of Office of the Chief Conservator of Forests. 2. Supply of materials i.e pad, pen, etc. and and food items i.e breakfast, lunch, snacks, drinking water bottle for the Participants of different Seminar and Workshops 3. Supply of Food items i.e breakfast, lunch, snacks & dinner for the refreshment of committee members & support staffs involved in manpower Recruitment 4. Supply of Training materials i.e pad, pen, etc. and food items i.e breakfast, lunch, snacks, drinking water bottle for the trainees of different training programs 5. Supply of foods, different materials and goods to celebrate various events, international & national days		
19	Price of Tender Document (per Package)	TK.1000/- (One Thousand) Only [non-refundable]		
20	Identification of Tender package	Location	Tender Security Amount (in Taka)	Completion Time
	1. ACCFG/2025-26/GR-02	Bangladesh Forest Department, Ban Bhaban Agargaon, Dhaka-1207	TK. 20,000/- (Twenty thousand) only	30 June, 2026
	2. ACCFG/2025-26/GR-03		TK. 14,000/- (Fourteen thousand) only	
	3. ACCFG/2025-26/GR-06		TK. 29,000/- (Twenty-nine thousand) only	
	4. ACCFG/2025-26/GR-07		TK. 17,000/- (Seventeen thousand) only	
	5. ACCFG/2025-26/GR-13		TK. 70,000/- (Seventy thousand) only	
21	Name of Official Inviting Tender	Hoq Mahbub Morshed		
22	Designation of Official Inviting Tender	Assistant Chief Conservator of Forests, Finance Budget & General Direction Unit		
23	Address of Official Inviting Tender	Office of the Chief Conservator of Forests, Finance Budget & General Direction Unit, Room No. 216 (1 st Floor), Bangladesh Forest Department, Ban Bhaban, Agargaon, Dhaka-1207.		

(Hoq Mahbub Morshed)

Assistant Chief Conservator of Forests
Finance, Budget & General Direction Unit
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Bangladesh Forest Department.

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