



BAKHRABAD GAS DISTRIBUTION COMPANY LIMITED (BGDCL)
(A Company of Petrobangla)
Head Office, Chapapur, Cumilla.

INVITATION FOR TENDER

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| 1 | Ministry/Division | Ministry of Power, Energy and Mineral Resources/ Energy and Mineral Resources Division. |
| 2 | Agency | Bangladesh Oil, Gas & Mineral Corporation (Petrobangla) |
| 3 | Procuring Entity Name | Bakhrabad Gas Distribution Company Limited, Head Office, Chapapur, Cumilla. |
| 4 | Procuring Entity District | Cumilla |
| 5 | Invitation for | Supply of Non-Consulting Services under Category-1: Technician, Supervisor and Category-5: Unskilled Labourer, Assistant Cook, Cleaner, Chowkidar and Similar Service for Bakhrabad Gas Distribution Company Ltd. (BGDCL)'s different offices (Dhaka, Cumilla, Brahmanbaria, Chandpur, Noakhali, Feni, Lakshmipur and other areas of BGDCL's franchise area) |
| 6 | Invitation Ref No and Date | Ref: 28.11.0000.000.000.78.0036.25 Dated: 09/10/2025 |
| KEY INFORMATION | | |
| 7 | Procurement Method | Open Tendering Method |
| FUNDING INFORMATION | | |
| 8 | Budget and Source of Funds | Company's own Fund. |
| PARTICULAR INFORMATION | | |
| 9 | Tender Name | Supply of Non-Consulting Services under Category-1: Technician, Supervisor and Category-5: Unskilled Labourer, Assistant Cook, Cleaner, Chowkidar and Similar Service for Bakhrabad Gas Distribution Company Ltd. (BGDCL)'s different offices (Dhaka, Cumilla, Brahmanbaria, Chandpur, Noakhali, Feni, Lakshmipur and other areas of BGDCL's franchise area) |
| 10 | Tender Selling Date | From: 15/10/2025 to 28/10/2025 (During Office Hour) |
| 11 | Tender Receiving Date and Time | Date: 29/10/2025 Time: 9.00 AM to 12.00 PM |
| 12 | Tender Closing Date and Time | Date: 29/10/2025 at 12.00 PM |
| 13 | Tender Opening Date and Time | Date: 29/10/2025 at 12.15 PM |
| 14 | Name & Address of the office Selling Tender Document | a) Accounts Department, Bakhrabad Gas Distribution Company Limited, Head Office, Chapapur, Cumilla. b) Dhaka Liaison Office (Level-10), Bakhrabad Gas Distribution Company Limited, Petrocentre, 3, Kawran Bazar, Dhaka-1215. |
| 15 | Name & Address of the office Receiving Tender Document | Dhaka Liaison Office (Level-10), Bakhrabad Gas Distribution Company Limited, Petrocentre, 3, Kawran Bazar, Dhaka-1215. |
| 16 | Name & Address of the office Opening Tender Document | Dhaka Liaison Office (Level-10), Bakhrabad Gas Distribution Company Limited, Petrocentre, 3, Kawran Bazar, Dhaka-1215. |

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| 17 | Eligibility of Tenderer | | |
| | <p>a) Tenderers must have the legal capacity to enter into the contract under the applicable law.</p> <p>b) The Outsourcing Manpower Service contractor having registration or licence from Inspector General of department of Inspection for factories and establishment having at least 80 (Eighty) nos. manpower supply experience for 03 (three) consecutive years. All the experiences must be within the last 12 (Twelve) years of publishing this IFT.</p> <p>c) The Tenderer shall have a minimum of three (03) consecutive years of satisfactory general experience in providing outsourcing manpower supply services in the Public Sector, i.e., to Government, Semi-Government, or Autonomous Institutions, as a Prime Contractor/Sub-contractor/Management contractor. All such experience shall have been acquired within the last twelve (12) years counting backward from the date of publication of this Invitation for Tender (IFT).</p> <p>d) The Tenderer shall have minimum specific experience as a Prime Contractor in providing Non-Consultancy Services under Outsourcing Manpower Category-1 & 5. The Tenderer must have successfully completed at least one (01) contract of similar nature, complexity, and method, performed fully satisfactorily over a period of at least three (03) consecutive years, with a contract value involving salary and other payments amounting to not less than BDT 2.00 (two) crore for a minimum of eighty (80) employees. Such experience shall have been acquired within the last twelve (12) years counting backward from the date of publication of this Invitation for Tender (IFT).</p> <p>e) Tenderer must submit copy of signed contract/LOA/NOA/Work order with provided general & specific experience(s) certificate(s).</p> <p>f) The required average annual turnover of the Tenderer shall be at least of the amount of Tk. 80 (eighty) lac in period of averaging the best 02 (two) years of the last 03 (three) years.</p> <p>g) The minimum amount of liquid assets i.e. working capital or credit line(s) of the Tenderer shall be 01(one) crore.</p> <p>h) The Tenderer or any of its management personnel shall not be debarred from participating in any procurement process or blacklisted by any Procuring Entity in Bangladesh.</p> <p>i) Tenderer must not be blacklisted by Bangladesh Public Procurement Authority (BPPA)</p> | | |

INFORMATION FOR TENDERER

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| 18 | Brief Description of Services | Supply of Non-Consulting Services under Category-1: Technician, Supervisor and Category-5: Unskilled Labourer, Assistant Cook, Cleaner, Chowkidar and Similar Service for Bakhrabad Gas Distribution Company Ltd. (BGDCL)'s different offices (Dhaka, Cumilla, Brahmanbaria, Chandpur, Noakhali, Feni, Lakshmipur and other areas of BGDCL's franchise area) | | |
| 19 | Price of Tender Document (Tk) | 5,000/- (Five Thousand) Taka (Non Refundable) | | |
| 20 | Tender no , Location, Tender Security Amount and Completion Time : | | | |
| | Tender no | Location of services | Tender Security Amount (Tk) | Completion Time in Months |
| | Ref: 28.11.0000.000.000.78.0036.25 Dated: 09/10/2025 | Dhaka, Cumilla, Brahmanbaria, Chandpur, Noakhali, Feni, Lakshmipur and other areas of BGDCL's franchise area | Tk. 10,00,000/- (ten lac) | 12(Twelve) months from the effective date. |

PROCURING ENTITY DETAILS

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| 21 | Name of Official Inviting Tender | Quanis Fatima Shilpee |
| 22 | Designation of Official Inviting Tender | Deputy General Manager (establishment) |
| 23 | Address of Official Inviting Tender | Bakhrabad Gas Distribution Company Limited, Head Office, Chapapur, Cumilla. |
| 24 | Contact details of Official Inviting Tender | Mobile: 01713-553111 E-mail: dgm_estb@bgdcl.gov.bd |
| 25 | The Procuring Entity reserves the right to reject all Tender or annul the Tender proceedings | |


 (Quanis Fatima Shilpee)
 Deputy General Manager (Establishment)
 Bakhrabad Gas Distribution Company Limited
 Head Office, Chapapur, Cumilla.