

Government of the People's Republic of Bangladesh
Ministry of LGRD and Cooperative
Department of Cooperatives
Agargaon, Dhaka-1207
www.coop.gov.bd

Memo No. 47.61.0000.011.26.10.24-297

Dated: 06 April 2025

Tender package: SR-01

To:

Name: **Comfort Enterprise**

Address: 39/1, Bangabandhu Avenue, Room# 02 [5th Floor] Dhaka-1000

Subject: Notification of Award (NOA) of Contract for the **“Selection of a Firm for Hiring of Manpower (Cleaners) through Outsourcing” (Package SR-01)**

With reference to the above, the undersigned is happy to inform you that your proposal has been accepted for the **“Selection of a Firm for Hiring of Manpower (Cleaners) through Outsourcing” (Package SR-01)**. The evaluated contract commission is 05 (Five) percent as per conditions provided with the tender documents. For two months (01 May 2025 to 30 June 2025) the contract price is BDT. 10,20,676/- (Ten lacs twenty thousand six hundred and seventy-six taka only) inclusive of supplier's commission, VAT and all other expenses as corrected and modified in accordance with the Instructions to Tenderers/Consultants, has been approved by the Department of Cooperatives, Agargaon, Dhaka.

You are thus requested to take the following actions:

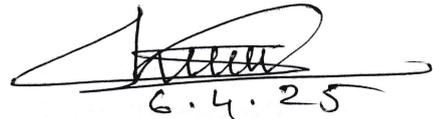
1. Accept in writing the Notification of Award within SEVEN (7) working days of its issuance pursuant to ITT Clause.
2. Furnish a Performance Security in the specified format and in the amount of Tk. 1,02,068/- (Taka One lac two thousand and sixty-eight only), within FOURTEEN (14) days of issuance of this Notification of Award but not later than 20 April 2025, in accordance with ITT Clause.

3. Sign the Contract within TWENTY-EIGHT (28) days of issuance of this Notification of Award but not later than 04 May 2025, in accordance with ITT Clause.

You may proceed with the performance of services only upon completion of the above tasks. You may also please note that this Notification of Award shall constitute the formation of this Contract, which shall become binding upon you.

The following documents forming the integral part of the contract shall be interpreted in the order of priority:

1. The signed Form of Contract Agreement
2. The Notification of Award
3. The Tender/Proposal and the appendices to the Tender/Proposal
4. Particular Conditions of Contract
5. General Conditions of Contract
6. Technical Specifications
7. Performance Specifications and Performance Monitoring
8. Activity Schedule
9. Other document including correspondences listed in the PCC forming part of the Contract



6.4.25

Md. Shariful Islam
Registrar and Director General
Department of Cooperatives
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