



Cyclone Preparedness Programme(CPP)

A joint programme of Government of Bangladesh and Bangladesh Red Crescent Society
625, Red Crescent Sarak, Bara Maghbazar, Dhaka-1217
Phone: 02-222223816, Fax: 02-222228401, E-mail: info@cpp.gov.bd Web: www.cpp.gov.bd



Memo No. 03.04.0000.000.20.006.24-920

Dated: 03-04-2024

Invitation for Tenders (OTM)

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|----|---------------------------|--|
| 01 | Ministry/Division | Ministry of Disaster Management & Relief |
| 02 | Agency | Cyclone Preparedness Programme (CPP) |
| 03 | Procuring Entity Name | Director (Admin) |
| 04 | Procuring Entity Code | Not used at present |
| 05 | Procuring Entity District | Dhaka |
| 06 | Invitation for | Supply of PVC ID Card for CPP volunteers. |
| 07 | Invitation Ref No | 03.04.0000.000.20.006.24-920 dated: 03 April, 2024 |

KEY INFORMATION

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| 08 | Procurement Method | Open Tendering Method (OTM) |
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FUNDING INFORMATION

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|----|--------------------------------------|----------------|
| 09 | Budget and Source of Funds | GOB Fund |
| 10 | Development Partners (if applicable) | Not Applicable |

PARTICULAR INFORMATION

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| 11 | Project / Programme Code (if applicable) | Not Applicable |
| 12 | Project/Programme Name (if applicable) | Cyclone Preparedness Programme (CPP) |
| 13 | Tender Package No. | 1/2023-2024 |
| 14 | Tender Package Name | Supply of PVC ID Card for CPP volunteers. |
| 15 | Tender Publication Date | 04-04-2024 |
| 16 | Tender Last Selling Date | 17-04-2024 during office hour upto 3.30 pm |

| | Date | Time |
|----|--|--|
| 17 | Tender Closing Date and Time | 18-04-2024 11:00 AM |
| 18 | Tender Opening Date and Time | 18-04-2024 11:30 AM |
| 19 | Name & Address of the office(s) - Selling Tender Document (Principal) - Receiving Tender Document - Opening Tender Document | Address Director(Admin) Address:Cyclone Preparedness Programme(CPP) 625, Red Crescent Sarak, Bara Maghbazar, Dhaka-1217 Telephone: 02-222223816,Fax:02-222228401, Mail address: info@cpp.gov.bd |

INFORMATION FOR TENDERER

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| 20 | Brief Eligibility and Qualification of Tenderer | 1) Tender security money in the form of Bank Draft/ Pay- order 2) Trade License updated for 2023-2024 fiscal year 3) Income Tax certificate & Tax Paid Certificate for 2022-2023 tax years. 4) VAT registration certificate with 13 Digit BIN 5) Bank Solvency Certificate with Bank statement. 6) Specific Experience as supplier of similar goods supply in last 3 years. 7) Successfully completion certificate with work order. 8) Other instruction details given in the tender schedule. |
| 21 | Brief Description of Goods | Lot-A: PVC ID Card for CPP Volunteers |
| 22 | Price of Tender Document BDT | 1,000/-(One thousand) only in cash (Non- refundable) with application on letter head Pad |

| | Package No | Identification of Lot | Location | Tender Security Amount (Tk) | Completion Time in Weeks / Months |
|----|------------|--|---|-----------------------------|------------------------------------|
| 23 | 1 | Lot-A: PVC ID Card for CPP Volunteers | Cyclone Preparedness Programme (CPP), 625, Red Crescent Sarak, Bara Maghbazar, Dhaka-1217 | 80,000/- | As per Tender Schedule Instruction |

PROCURING ENTITY DETAILS

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|----|---|---|
| 24 | Name of Official Inviting Tender | N/A |
| 25 | Designation of Official Inviting Tender | Director (Admin) |
| 26 | Address of Official Inviting Tender | Cyclone Preparedness Programme (CPP), 625, Red Crescent Sarak, Bara Maghbazar, Dhaka-1217. |
| 27 | Contact details of Official Inviting Tender | Tel:02-222223816 Fax:02-222228401 E-Mail: info@cpp.gov.bd |
| 28 | The Procuring Entity reserves the right to accept or reject any or all tenders without showing any reason | |

Director (Admin)
CPP, Dhaka