

**Government of the People's Republic of Bangladesh**  
**Information and Communication Technology Division**  
**National Cyber Security Agency**  
**ICT Tower, Agargaon, Dhaka-1207**  
**www.ncsa.gov.bd**

**Invitation for Tender**

Memo No: 56.05.0000.000.013.07.00001.25-182

Date: 19.05.2025

|                               |  |   |          |  |  |
|-------------------------------|--|---|----------|--|--|
| 01                            | Ministry/Division  | Information and Communication Technology Division   |          |  |  |
| 02                            | Agency   | National Cyber Security Agency  |          |  |  |
| 03                            | Procuring Entity Name  | National Cyber Security Agency  |          |  |  |
| 04                            | Procuring Entity District  | Dhaka   |          |  |  |
| 05                            | Invitation for   | Cyber Drill 2025 for CII and Financial Institutions   |          |  |  |
| 06                            | Invitation Ref No  | 56.05.0000.000.013.07.00001.25-182  |          |  |  |
| 07                            | Date   | 19/05/2025  |          |  |  |
| <b>KEY INFORMATION</b>        |  |   |          |  |  |
| 08                            | Procurement Method   | Open Tendering Method (OTM)   |          |  |  |
| <b>FUNDING INFORMATION</b>    |  |   |          |  |  |
| 09                            | Budget and Source of Funds   | GoB   |          |  |  |
| <b>PARTICULAR INFORMATION</b> |  |   |          |  |  |
| 10                            | Project/Program Code   | NA  |          |  |  |
| 11                            | Project/Program Name   | Cyber Drill 2025 for CII and Financial Institutions   |          |  |  |
| 12                            | Tender Package No.   | NCSA-CD-01  |          |  |  |
| 13                            | Tender Package Name  | Cyber Drill 2025 for CII and Financial Institutions   |          |  |  |
| 14                            | Tender Publication Date  | 19/05/2025  |          |  |  |
| 15                            | Pre-Tender Meeting Date and Time   | 26/05/2025; Time: 11:00 am  |          |  |  |
| 16                            | Tender Last Selling Date   | 01/06/2025, Time: 3:00 pm   |          |  |  |
| 17                            | Tender Closing Date and Time   | 02/06/2025; Time: 2:30 pm   |          |  |  |
| 18                            | Tender Opening Date and Time   | 03/06/2025; Time: 3:00 pm   |          |  |  |
| 19                            | Name & Address of the office(s)  | Director (Admin), National Cyber Security Agency, ICT Tower, Level-12, Agargaon, Dhaka  |          |  |  |
| 20                            | Selling Tender Document (Principal)  | National Cyber Security Agency, ICT Tower, Level-12, Agargaon, Dhaka  |          |  |  |
| 21                            | NO CONDITIONS APPLY FOR SALE, PURCHASE OR DISTRIBUTION OF TENDER DOCUMENTS |   |          |  |  |
| 22                            | <b>INFORMATION FOR TENDERER</b>  |   |          |  |  |
| 23                            | Eligibility of Tenderer  | <p>(1) Reputed Firms/Company/Organizations with overall minimum 05 (Five) years of experience.</p> <p>(2) The Firm must have a minimum experience of arranging at least 02 (Two) similar events (Hackathon, Datathon, Cyber Raid etc) within last 04 (Four) years.</p> <p>(3) The firm must have BDT 20 Lac (Twenty Lac) amounts of liquid assets, i.e., Bank Statement with solvency / credit lines with Bank or NBFIs as prescribed format.</p> <p>(4) The firm must have cyber security personnel experienced in arranging similar type of events (Hackathon, Datathon, Cyber Raid etc).</p> <p>(5) The firm should have turnover of at least BDT 80 Lac (Eighty lac) in a year within last 05 (Five) years.</p> <p>(6) The firm should provide a declaration confirming that it has not been blacklisted in Bangladesh within the last 03 (Three) years.</p> <p>(7) The firm must submit updated audit-reports of last 03 (Three) consecutive years.</p> <p>(8) The firm must submit an affidavit declaring no involvement in major litigation with clients or government bodies over the past 05 (Five) years.</p> <p>(9) Certificate of Incorporation in the case of company.</p> <p>(10) Document demonstrating the management and operational capacity of the firm (brochures/company profile/other descriptive documents).</p> <p>(11) The firm shall have updated Trade License, TIN certificate, VAT registration certificate (BIN), Tax clearance certificate etc as per rules of PPR-2008.</p> |          |  |  |
| 24                            | Brief Description of Services  | <b>Cyber Drill 2025 for CII and Financial Institutions:</b> Cyber Drill, Brain Teaser Event/Mind Mastery, Branding & Promotion, Transportation & Entertainment and Food, etc. (according to the standard tender document).  |          |  |  |
| 25                            | Price of Tender Document (Tk)s   | <b>1000/- (One Thousand Taka) via Cash (Non-Refundable)</b> , The tender schedule can be collected from the Administration Wing of the NCSA (ICT Tower, Level-12, Agargaon, Dhaka).   |          |  |  |
| 26                            | Package No   | Identification of Package   | Location | Tender Security Amount (Tk)                  | Completion Time in Weeks/Days                          |
|                               | NCSA-CD-01   | Cyber Drill 2025 for CII and Financial Institutions   | Dhaka    | 1,15,000.00 (One Lakh Fifteen Thousand only) | Within 15 (Fifteen) days after the contract agreement. |
| 27                            | Name of Official Inviting Tender   | Farzana Afroz (Deputy Secretary)  |          |  |  |
| 28                            | Designation of Official Inviting Tender                                    | Director (Admin)  |          |  |  |

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|----|--|--|-----------------------------|
| 29 | Address of Official Inviting Tender  | Director (Admin ), NCSA, Level-12, ICT Tower, Plot E-14/X, Agargaon, Dhaka |                             |
| 30 | Contact details of Official Inviting Tender  | Phone: 01921255948   | Email: diradmin@ncsa.gov.bd |
| 31 | The Procuring Entity reserves the right to reject all the Tenders or annul the Tender proceedings. |  |                             |

Farzana Afroz 19/05/2025  
Farzana Afroz (Deputy Secretary)  
Director (Admin)