পররাষ্ট্র মন্ত্রণালয়
সাধারণ সেবা শাখা

অনানুষ্ঠানিক পত্র

বিষয়ঃ ওয়েবসাইটে Invitation for Tender (IFT) প্রকাশ প্রসঙ্গে।

উপর্যুক্ত বিষয়ের পরিপ্রেক্ষিতে সবিনয়ে অবগত করা যাচ্ছে যে, "জাতীয় Standard Tender Document for Procurement of Goods [Open Tendering Method]" শীর্ষক কফি টেবিল বুকটি মন্ত্রণালয়ের ওয়েবসাইটে "Designing, Printing and Supply of the Coffee Table Book on the Ministry's art collection" শিরোনামে প্রকাশের লক্ষ্যে প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য সবিনয় অনুরোধ করা হলো।

০২. সদয় অবগতি ও প্রয়োজনীয় কার্যার্থে প্রেরণ করা হলো।

26.08.2026
(কৌশিক ভদ্র)
সহকারী সচিব (সাধারণ সেবা-১)

সহকারী/সিনিয়র সহকারী সচিব (আইসিটি)

ইউ. ও. নোট নং: ১৯.০০.০০০০.০০০.১৫২.৯৯.০০৫৫.২৬ তারিখ: ২৬ আগস্ট ২০২৬

Government of the People's Republic of Bangladesh
Ministry of Foreign Affairs - General Services Wing
Segunbagicha, Dhaka-1000

INVITATION FOR TENDER (IFT)

IFT No.:19.00.0000.000.151.99.0004.26/

1. Ministry: Ministry of Foreign Affairs.

2. Procuring Entity: Director General (General Services), Ministry of Foreign Affairs, Bangladesh Secretariat, Dhaka.

3. Tender Package: Designing, Printing and Supply of the Coffee Table Book on the Ministry's art collection (four-volume set with presentation box);

4. Procurement method: Open Tendering Method (OTM), National. The tender is processed by the manual (paper-based) method with the prior consent of the Bangladesh Public Procurement Authority (BPPA), as an exception to the mandatory use of e-GP under Rule 150(1) of the PPR 2025.

5. Source of funds & budget code: Revenue budget, FY 2026-2027; budget code 1180101-105125-3255102 (Printing & Binding).

6. Official Maximum estimated cost: Tk. 75,74,000 (Taka seventy five lakh seventy-four thousand only), inclusive of VAT & AIT.

7. Eligibility: as specified in the Tender Document (valid trade license, TIN, VAT/BIN registration; min 05 years experience; not debarred, more in later paras)

8. Price of Tender Document (non-refundable): Tk. 1000/- (as per BPPA's prevailing tender/proposal document fee schedule), payable by pay order/bank draft in favour of the BPPA account as stated in notice.

9. Tender Security: Tk. 2,00,000 (two lakh), in the form of pay order / bank draft / bank guarantee in favour of the General Services, Ministry of Foreign Affairs; valid for 28 days beyond the Tender validity.

10. Sale/issue of Tender Document: from 26 August to 08 September during office hours, at the office of the General Services Section, MoFA, Room No. M-105.

11. Last date & time of submission: 09 September, 11:30 PM. Tenders shall be submitted in sealed envelopes and deposited in the Tender Box at General Services Section, MoFA, Room No. M-105

12. Tender opening: 09 September, 12:00 PM at Room No. UNCLOS Meeting Room-202, in the presence of the Tenderers or their authorised representatives who choose to attend.

13. Publication: this IFT is published in the national dailies **New Age** and **DeshRupantor**

14. The Procuring Entity reserves the right to accept or reject any or all Tenders in accordance with the PPA 2006 and the PPR 2025.

Contact: Assistant Secretary (General Services), MoFA; Tel: 0223382953; e-mail: gs1@mofa.gov.bd

26/08/2026
(A. F. M. Zahid-Ul-Islam)
Director General (General Services)