

Government of the People's Republic of Bangladesh
Ministry of Textiles & Jute
Admin-02 (Common Service)
Bangladesh Secretariat, Dhaka


No-24.00.0000.112.99.007.20-832

Date: 10/09/2020

Invitation of Tender Under Framework Contract

01	Ministry/Division	Ministry of Textiles & Jute
02	Agency	Ministry of Textiles & Jute
03	Procuring Entity Name	Senior Assistant Secretary (Admin-2)
04	Procuring Entity Code	Not Applicable
05	Procuring Entity District	Dhaka
06	Invitation For	Tender
07	Invitation Ref No	24.00.0000.112.07.034.20-
08	Date	10/09/2020
Key Information:		
09	Procurement Method	Open Tendering Method (Framework Contract)
Funding Information:		
10	Budget and Source of Funds	Revenue Budget/GOB
Particular Information:		
11	Tender Packages/Lots	Package-1: Supply of Office Stationary, Office Appliances, Crockeries & related Goods (Framework Contract) Package-2: Supply of Computer Toner, Photocopy Toner, Fax-machine Toner, IT Appliances & related Goods (Framework Contract)
12	Tender Publication Date	11 September, 2020
13	Tender Last Selling Date	27 September, 2020 Time 4.30 PM
14	Tender Submission Date and Time	29 September, 2020 Time 3.00 PM
15	Tender Opening Date and Time	29 September, 2020 Time 3.30 PM
16	i. Name & Address of the Office	Senior Assistant Secretary (Admin-2)
	ii. Selling & Receiving of Tender Document	Ministry of Textiles & Jute, Room No-717, Building No-06, Bangladesh Secretariat, Dhaka, Bangladesh
	iii. Opening of Tender Document	
17	Place/Date/Time of Pre-Tender Meeting (Optional)	28/09/2020
Information for Tenderer (IFT):		
18	Brief Eligibility and Qualification of Tenderers (for both packages)	<ul style="list-style-type: none"> Reputed Supplier firms having valid Trade Licence, up to date Income Tax Certificate and Vat registration. The minimum number of the years of general experience of the Tenderer in the supply of office stationery, office appliances Crockeries and related Goods for Package-1 and the Supply of computer toner, Photocopy Toner, Fax-machine Toner, IT Appliances and related Goods for Package-2 under Framework contract as Supplier shall be 5 (five) Years. Must have successful completion of at least 2 (two) similar nature of goods and related Goods under framework contracts at any Ministry/Government Organization of Bangladesh during last 5 (five) years. The minimum specific experience as Supplier in supply of similar nature of goods at least one (1) Contract successfully completed within the last 3 (three) years with a value of minimum Tk. 07 (Seven) Lac for package-1 and Tk. 05 (Five) lac for package-2 The minimum amount of liquid asset i.e working capital or credit line (s) of the Tenderer shall be Tk 14 (fourteen) lacs for package-1 & TK 10 (Ten) lac for package-2. The successful Tenderer must supply the goods at the rate approved by the authorities at his own transport cost.

19	Brief Description of Goods		Package-1: Supply of Office Stationary, Office Appliances, Crockerries & related Goods (Framework Contract) Package-2: Supply of Computer Toner, Photocopy Toner, Fax-machine Toner, IT Appliances & related Goods (Framework Contract)		
20	Brief Description of Related Goods		Package-1 & Package-2: When and if required.		
21	Price of Tender Document		1,000/00 (One Thousand) Taka Only.		
22	Package	Identification of packages	Location	Tender Security Amount (Tk.)	Completion Time
	1	Package-1: Supply of Office Stationary, Office Appliances, Crockerries & related Goods (Framework Contract)	Ministry of Jute and Textiles, Bangladesh Secretariat, Dhaka	60,000/- (Sixty Thousand Taka Only) In favour of Senior Assistant Secretary (Admin-2) Ministry of Textile's & Jute, Bangladesh Secretariat. Dhaka	Yearly (2020-2021)
	2	Package-2: Supply of Computer Toner, Photocopy Toner, Fax machine Toner, IT Appliances & related Goods (Framework Contract)		45,000/- (Forty Five Thousand Taka Only) In favour of Senior Assistant Secretary (Admin-2) Ministry of Textile's & Jute, Bangladesh Secretariat. Dhaka	Yearly (2020-2021)
Procuring Entity Details:					
23	Name of Official Inviting Tender		MOSADDEQ MEHDI IMAM		
24	Designation of Official Inviting Tender		Senior Assistant Secretary (Admin.-2)		
25	Address of Official Inviting Tender		Ministry of Textiles & Jute, Room No-717,Building No-06, Bangladesh Secretariat, Dhaka,Bangladesh		
26	Contact details of official Inviting Tender		Phone: 02-9514464, Fax: 02-9573807 Email-admin2@gmail.com		
27	Special Instructions		<ul style="list-style-type: none">Contract will be for 01 (one) year initially and may be renewed for next 02 years subject to satisfactory Performance.Item based lowest bidder will be selected.The procuring entity reserves the right to reject all Applications		
28	Special Condition: This Tender Notice will be available at the Ministry of Textiles and Jute website: www.motj.gov.bd				
29	All Activities Will be done According to (PPA-2006/PPR-2008)				


 MOSADDEQ MEHDI IMAM
 Senior Assistant Secretary (Admin-2)
 Phone: 9514464