



Memo No.12.01.0000.040.07.012.23. 641

Date: 02 July 2025

Invitation for Tenders (IFT)
 [Re-Tender]

1	Ministry / Division	Ministry of Agriculture			
2	Agency	Department of Agricultural Extension			
3	Procuring Entity Name	Program Coordinator, Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER)			
4	Procuring Entity Code	224375200			
5	Procuring Entity District	Dhaka			
6	Invitation for	Hiring an Outsourcing Firm for the Recruitment of office staffs for the PARTNER Program.			
7	Invitation Ref. No.	12.01.0000.040.07.012.23.			
8	Publication Date	03 July 2025			
KEY INFORMATION					
9	Procurement Method	Open Tendering Method (OTM)			
FUNDING INFORMATION					
10	Budget and Source of Funds	DPA			
11	Development Partners (if applicable)	IDA			
PARTICULAR INFORMATION					
14	Tender Package No.	SD/PARTNER-PCU-DAE/16			
15	Tender Package Name.	Hiring an Outsourcing Firm for the Recruitment of office staffs for the PARTNER Program.			
16	Tender Publication Date	03/07/2025			
17	Tender Last Selling Date	16/07/2025; 4-00 PM			
18	Tender Closing Date and Time	17/07/2025; 3-00 PM			
19	Tender Opening Date and Time	17/07/2025; 3-30 PM			
20	Name and address of the Office(s) Selling Tender Documents -Receiving Tender Document -Opening Tender Document	Room no-621, 1 st building (5th floor), PARTNER Project, Department of Agricultural Extension, Khamarbari, Dhaka-1215. -Do- Room no-614, 1 st building (5th floor), PARTNER Project, Department of Agricultural Extension, Khamarbari, Dhaka-1215.			
21	Place/Date/Time of Pre-Tender Meeting	Not Applicable			
INFORMATION FOR TENDERER					
22	Eligibility of Tenderer	As mentioned in the Tender Document			
23	Brief Description of Services	Hiring an outsourcing firm for the recruitment of 14 nos. Accountant cum Computer Operator, 03 nos. Office Sohayak (MLSS), 01 no. Cleaner for the PARTNER Program.			
25	Price of Tender Document	Non-refundable Tk. 2000.00 (Taka Two Thousand only) as Pay Order in favour of 'Program Coordinator, PARTNER, DAE'			
S/N	Package No	Identification of Package	Location	Tender Security Amount (Tk.)	Completion Time
i.	SD/PARTNER-PCU-DAE/16	Hiring an Outsourcing Firm for the Recruitment of office staffs for the PARTNER Program.	Department of Agricultural Extension, Khamarbari, Dhaka-1215	Tk. 4,00,000.00 (Four lacs Only)	June 2028
PROCURING ENTITY DETAIL					
26	Name of Official Inviting Tender	Abul Kalam Azad			
27	Designation of Official Inviting Tender	Program Coordinator (PC), PARTNER			
28	Address of Official Inviting Tender	Room no-618, 1 st building (5 th floor), Department of Agricultural Extension, Khamarbari, Dhaka-1215.			
29	Contact details of Official Inviting Tender	Telephone: 02-223314883, e-mail address: pc.partner23@gmail.com			
30	The Procuring Entity reserves the right to accept or reject all tenders or annul the Tendering Proceedings at any time of the procurement process.				


 Abul Kalam Azad
 Program Coordinator (PC), PARTNER
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 e-mail: pc.partner23@gmail.com