

Bangladesh Scouts  
60, Anjuman Mufidul Islam Road, Kakrail, Dhaka-1000

### **Invitation for Tenders (Selection of Outsourcing Firm)**

1	Ministry/Division	Ministry of Education (MOE)			
2	Agency	Bangladesh Scouts			
3	Procuring Entity Name	Executive Director, Bangladesh Scouts			
4	Procuring Entity Code	N/A			
5	Procuring Entity District	Dhaka			
6	Invitation for	Procurement of Selection of Outsourcing Manpower Supplying Firm			
7	Invitation Ref No & Date	Memo No: BS(Admin)/2960/2025 date:27/05/2025			
<b>KEY INFORMATION</b>					
8	Procurement Method	Open Tender Method (OTM)			
<b>FUNDING INFORMATION</b>					
9	Budget and Source of Funds	Bangladesh Scouts own fund			
10	Development Partners	N/A			
<b>PARTICULAR INFORMATION</b>					
11	Project / Program Code	N/A			
12	Project Name (if applicable)	N/A			
13	Tender Package No.	BS(Admin)/OTM/2024-2025 /PSN-01			
14	Tender Package Name	Selection of Outsourcing Manpower Supplying Firm (Non-Consulting/Physical Service)			
15	Tender Publication Date	28/05/2025			
16	Tender Last Selling Date	18/06/2025 up to 2.30 PM			
17	Tender Closing Date and Time	19/06/2025 at 3.00 PM			
18	Tender Opening Date and Time	19/06/2025 at 4.00 PM			
19	Name & Address of the office(s)				
20	a. Selling, Receiving & Opening Tender Document	Office of the Executive Director, Bangladesh Scouts, National Headquarters, Kakrail, Dhaka-1000.			
<b>INFORMATION FOR TENDERER</b>					
21	<b>Eligibility of Tenderer</b> i. Tenderers shall have legal, financial and technical capacity to provide Non-Consulting physical service/ manpower supply and have fulfilled its obligations to pay taxes. ii) Tenderers shall have at least 03(three) years, fulltime practical experience in Non-Consulting physical service/ manpower supply to any Government organization/ Semi-Govt./Autonomous bodies. iii) The minimum specific experience as a Prime Contractor in providing non-Consultant Service/ manpower supply of satisfactory completion/Running Contract of minimum 30 (Thirty) person/ employee or each with a value of Tk. 45 (Fourty Five) lakh at least 01 (One) contract of similar nature, complexity and methods/technology completed over a period of three (3) years. iv) The required average annual turnover of the Tenderer shall be at least of the amount of Tk 40 Lakh over the last three years.v) The minimum amount of liquid assets i.e. working capital or credit line(s)of the Tenderer shall be Tk 06 lakh. vi). The firm has to submit Up-to-date trade license, Update income tax certificate & VAT certificate, (vii) Other instruction details given in the tender schedule.				
22	Brief Description of Services		Selection of Outsourcing Manpower Supplying Firm (Non-Consulting/Physical Service) qualification and other criteria laid down in the tender schedule.		
23	Price of Tender Document (Tk)		TK 1000.00 (One Thousand only) in the form of Cash/Bank Draft/Pay order (Non-refundable) in favor of "Executive Director, Bangladesh Scouts"		
24	Pckge No	Identification of Package	Location	Tender Security Amount (Tk)	Completion Time in Weeks / Months
	Same as SI No. 13	Same as SI No. 14	Dhaka	Tk. 2,50,000.00 (Two Lakh Fifty Thousands) in the form of pay order/Bank draft in favor of "Executive Director, Bangladesh Scouts"	24 month from the issue of work order
<b>PROCURING ENTITY DETAILS</b>					
25	Name of Official Inviting Tender			Md. Shamsul Huq	
26	Designation of Official Inviting Tender			Executive Director,	
27	Address of Official Inviting Tender			Bangladesh Scouts, 60 Anjuman Mufidul Islam Road, Kakrail, Dhaka-1000	
28	Contact details of Official Inviting Tender			Phone No :48313651, 222222058	
29	The Procuring entity reserves the right to accept or reject any/ all tenders prior to acceptance without assigning any reason what so ever.				

Executive Director  
Bangladesh Scouts

29/5/25

29/5/25