



বাংলাদেশ বিশ্ববিদ্যালয় মঞ্জুরী কমিশন
University Grants Commission of Bangladesh

আগারগাঁও, শেরে বাংলা নগর, ঢাকা-১২০৭

website: www.ugc.gov.bd

Invitation for Tenders

IFT Ref No: UGC/Estate/04/Lift-1/2025/764

Date: 10/03/2025

1	Ministry/Division	Ministry of Education
2	Agency	University Grants Commission of Bangladesh
3	Procuring Entity Name	Secretary, University Grants Commission of Bangladesh, Agargaon, Dhaka.
4	Address for the Procuring Entity	University Grants Commission of Bangladesh, UGC Building, Plot# 18/A, Block# E, Agargaon Administrative Area, Sher-e-Bangla Nagar, Dhaka-1207.
5	Invitation for	Decommissioning of Old Lift and Supply, Installation, Testing, Commissioning of One Brand New Passenger Lift and Related Services at University Grants Commission of Bangladesh Office Building.
6	Invitation Ref No.	UGC/Estate/04/Lift-1/2025
7	Publishing Date	11/03/2025
KEY INFORMATION		
8	Procurement Method	Open Tendering Method (OTM) (National)
FUNDING INFORMATION		
9	Budget and Source of Funds	GoB Funds
PARTICULAR INFORMATION		
10	Tender Package No.	UGC/GSE/Lift-1/2024-25
11	Tender Package Name	Decommissioning of Old Lift and Supply, Installation, Testing, Commissioning of One Brand New Passenger Lift and Related Services at University Grants Commission of Bangladesh Office Building.
12	Selling Tender Document	Finance, Accounts and Budget Division, UGC Office (2 nd floor), Agargaon, Dhaka-1207.
13	Tender Last Selling Date	Up to 06/04/2025 (during office hours)
14	Tender Closing Date and Time	07/04/2025 at 12:00 PM (Tenders can be submitted from the date of publication of this document)
15	Tender Opening Date and Time	07/04/2025 at 12:05 PM.
16	Receiving Tender Document	Office of the Secretary, UGC Office (4 th floor), Agargaon, Dhaka-1207.
17	Opening Tender Document (Place)	Office of the Secretary, UGC Office (4 th floor), Agargaon, Dhaka-1207 (Tenderers or their authorized representatives are allowed to attend the tender opening meeting).
INFORMATION FOR TENDERER		
18	Eligibility and Qualification of Tenderer	(a) The minimum of years of general experience of the Tenderer in the supply of Goods and related services in Govt./ Semi Govt./ Autonomous Organization as Prime Contractor shall be 05 (five) years . (b) The minimum specific experience as Prime Contractor in supply of similar Goods (i.e. lifts) of at least 03 (Three) contract(s) successfully completed within the last 05 (five) years, each with a value of at least Tk. 70 lacs. Tenderer must submit work completion certificate with tender document.
19	Brief Description of Goods	Decommissioning of Old Lift and Supply, Installation, Testing, Commissioning of One Brand New Passenger Lift and Related Services at University Grants Commission of Bangladesh Office Building.
20	Brief Description of Related Service	As stated in the tender document.
21	Submission of Tender	(a) The original copy of the tender document shall be submitted in an envelope containing price schedule etc. in standard tender forms prescribed by the BPPA and properly superscripted stating the name of the package. (b) The tender document shall be written in English or Bangla. (c) The tenderers shall submit valid Trade License, E-TIN and VAT certificate, recent Bank Solvency Certificate, valid Income tax Certificate etc. as required by the PPR-2008.
22	Price of Tender Document (nonrefundable)	Tk. 1,500/- (One thousand five hundred taka only).
23	Tender Security Amount (refundable)	The amount of the Tender Security shall be Tk. 2,20,000 (Tk. two lacs twenty thousand) only in the form of Bank Draft/ Pay-order/ Bank guarantee in favor of Secretary, University Grants Commission of Bangladesh.
24	Performance Security Amount (refundable)	10% of the contract price in the form of Bank Draft/ Pay Order/ Bank Guarantee.
25	Tender Validity Time	120 (One hundred twenty) calendar days from the submission date of the tender.
26	Time for Completion of Supply	As per TDS.
27	The Period of Validity of the warranty	36 (Thirty-six) months from the date of acceptance of the goods and related services.
28	The procuring entity reserves the right to increase or decrease the quantities of goods and reserves the right to reject all tenders or accept any tender in a part or in a full without assigning any reason whatsoever.	

Dr. Md. Fakhru Islam
Secretary

University Grants Commission of Bangladesh

Distribution:

1. Convenor, Tender Opening Committee & Secretary, UGC
2. Member, Tender Opening Committee, UGC
3. Member-Secretary, Tender Opening Committee, UGC

Copy to:

1. Director, General Services and Engineering Division, UGC.
2. Director, Finance, Accounts and Budget Division, UGC.
3. Additional Director, IMCT Division, UGC (Request to upload in UGC website).
4. PS (Additional Director) to Chairman, Chairman Office, UGC.
5. Mr. Muhammad Masud Hossen, Additional Director, General Services and Engineering Division, UGC (Request to arrange sitting allowances for TOC meeting).
6. Administrative Officer, Administration Division, UGC (Request to serve refreshment for 8 persons).
7. Notice Board.
8. Office File.
9. Master File.