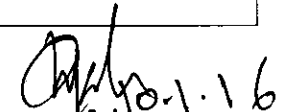


GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
Ministry of Public Administration
Bangladesh Secretariat, Dhaka.
Invitation for Tender

1	Ministry/Division	Ministry of Public Administration		
2	Agency	Ministry of Public Administration		
3	Procuring Entity Name	Ministry of Public Administration		
4	Procuring Entity District	Dhaka		
5	Invitation for	Tender		
6	Invitation Ref No	05.00.0000.113.007.39.15.-2043		
7	Date	10 JANUARY 2016		
KEY INFORMATION				
8	Procurement Method	OTM		
FUNDING INFORMATION				
9	Budget and Source of Funds	Revenue/GOB		
PARTICULAR INFORMATION				
10	Project /Programme Code	Not Applicable		
11	Project /Programme Name	Not Applicable		
12	Tender Package No.	2(2015-16)		
13	Tender Package Name	Procurement of- BOOKS		
14	Tender Publication Date	10 January 2016		
15	Tender Last Selling Date	24 January 2016		
16	Tender Closing Date and Time	26 January 2016	13:00	
17	Tender Opening Date and Time	26 January 2016	15:00	
18	Name & Address of the office(s)	Address		
	- Selling Tender Document (Principal)	Deputy Secretary, Administration-4, Ministry of Public Administration, Room#114, Building#3, Bangladesh Secretariat, Dhaka.		
	- Selling Tender Document (Others)	Office of Transport Commissioner, Secretariat Link Road, (1st Floor), Dhaka.		
	- Receiving Tender Document	Deputy Secretary, Administration-4, Ministry of Public Administration, Room#114, Building#3, Bangladesh Secretariat, Dhaka		
	- Opening Tender Document	Deputy Secretary, Administration-4, Ministry of Public Administration, Room#114, Building#3, Bangladesh Secretariat, Dhaka.		
19	Place / Date /Time of Pre-Tender Meeting (Optional)	Date	Time	
		Not Applicable	Not Applicable	
INFORMATION FOR TENDERER				
20	Eligibility of Tenderer	The tenderer should be Importer/General merchant/Traders/Whole/Retail seller, well-experienced with (1) Trade License (2) Income Tax Certificate (TIN) (3) VAT Registration Certificate (4) Undertaking of not being Black Listed/debarment in any Govt./Autonomous body (5) Bank Solvency Certificate etc.		
21	Brief Description of Goods	BOOKS		
22	Brief Description of Related Services	Not Applicable		
23	Price of Tender Document (Tk)	BDT-500/-		
24	Lot No	Identification of Lot	Location	Tender Security Amount (Tk)
	1	Books	Ministry of Public Administration Bangladesh Secretariat, Dhaka.	6,000.00
				Completion Time in Weeks
				3
25	Name of Official Inviting Tender	Nasreen Jahan		
26	Designation of Official Inviting Tender	Deputy Secretary, Admin-4, Ministry of Public Administration		
27	Address of Official Inviting Tender	Room#114, Building #3, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.		
28	Contact details of Official Inviting Tender	029540540	FAX- 029545056	dsadmin4@mopa.gov.bd
29	The Procuring Entity reserves the right to accept or reject all or any of the tenders.			
30	Special Condition : This invitation for tender notice will be available at The Ministry Of Public Administration's web site : www.mopa.gov.bd			


 Nasreen Jahan
 Deputy Secretary
 PH: 9540540
 21/1/16