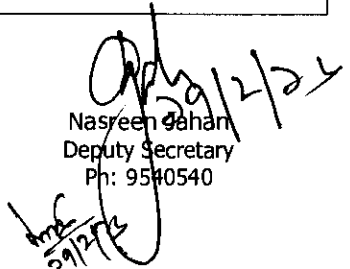


**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH**  
**Ministry of Public Administration**  
**Bangladesh Secretariat, Dhaka.**  
**Invitation for Tender**

|                                 |  |   |   |                             |
|---------------------------------|--|---|---|-----------------------------|
| 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  | 05.00.0000.113.07.01.16.-2157   |   |                             |
| 7                               | Date   | 17 February 2016  |   |                             |
| <b>KEY INFORMATION</b>          |  |   |   |                             |
| 8                               | Procurement Method   | OTM (FRAMEWORK)   |   |                             |
| <b>FUNDING INFORMATION</b>      |  |   |   |                             |
| 9                               | Budget and Source of Funds   | Revenue/GOB   |   |                             |
| <b>PARTICULAR INFORMATION</b>   |  |   |   |                             |
| 10                              | Project /Programme Code  | Not Applicable  |   |                             |
| 11                              | Project /Programme Name  | Not Applicable  |   |                             |
| 12                              | Tender Package No.   | 3(2015-16)  |   |                             |
| 13                              | Tender Package Name  | Procurement of- <b>OFFICE FURNITURE</b>   |   |                             |
| 14                              | Tender Publication Date  | <b>17 February 2016</b>   |   |                             |
| 15                              | Tender Last Selling Date   | <b>03 March 2016</b>  |   |                             |
| 16                              | Tender Closing Date and Time   | <b>06 March 2016</b>  | <b>13:00</b>  |                             |
| 17                              | Tender Opening Date and Time   | <b>06 March 2016</b>  | <b>15:00</b>  |                             |
| 18                              | Name & Address of the office(s)  | <b>Address</b>  |   |                             |
|                                 | - 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  |                             |
| <b>INFORMATION FOR TENDERER</b> |  |   |   |                             |
| 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   | MODULAR CONFERENCE TABLE, EXECUTIVE WOODEN TABLE, STEEL ALMIRAH E.T.C   |   |                             |
| 22                              | Brief Description of Related Services  | Not Applicable  |   |                             |
| 23                              | Price of Tender Document (Tk)  | <b>BDT-1000/-</b>   |   |                             |
| 24                              | Lot No   | Identification of Lot   | Location  | Tender Security Amount (Tk) |
|                                 | 1  | OFFICE FURNITURE  | Ministry of Public Administration<br>Bangladesh Secretariat, Dhaka. | 100,000.00                  |
|                                 |  |   |   | 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  | admincs@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 :<br>www.mopa.gov.bd |   |   |                             |

  
 Nasreen Jahan  
 Deputy Secretary  
 Ph: 9540540