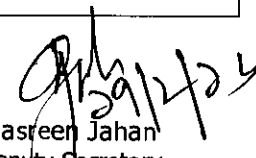


**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH**  
**Ministry of Public Administration**  
**Bangladesh Secretariat, Dhaka.**  
**Invitation for Tender**

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	05.00.0000.113.07.03.16.-2160		
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.	4 (2015-16)		
13	Tender Package Name	Procurement of- <b>DIGITAL PHOTOCOPIER</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>15:30</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	<b>Brand New DIGITAL PHOTOCOPIER</b> With detail specifications (supported by original catalogue/brochure)		
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	DIGITAL PHOTOCOPIER	Ministry of Public Administration Bangladesh Secretariat, Dhaka.	30000.00
				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 : www.mopa.gov.bd			

  
 Nasreen Jahan  
 Deputy Secretary  
 Ph: 9540540