

Government of the People's Republic of Bangladesh
Office of the Executive Engineer
Dhaka PWD Division-2
Segun Bagicha, Dhaka-1000
Phone: (02)-9556184

INVITATION FOR TENDER

Memo No. :- 234

Date:- 14/12/2016

Sealed tenders are here by invited in accordance with the PPR-2008 for the under mentioned work as per terms and conditions stated below:

1	Ministry/Division	Housing and Public Works		
2	Agency	Public Works Department		
3	Procuring Entity Name	Executive Engineer, Dhaka PWD Division-2, Dhaka.		
4	Procuring Entity District	Dhaka		
5	Invitation for	Procurement of Physical Service	Tender	Single Lot
6	Invitation Ref. No.	DD-2/234 of 2016-2017		
7	Date	14/12/2016		
8	Procurement Method	Open Tendering	NCT	
9	Budget and Source of Funds	GOB		
PARTICULAR INFORMATION				
10	Tender Package Name	Cleaning and Housekeeping of Prime Minister's Office at Tejgaon, Dhaka.		
11	Tender Publication Date	15/12/2016		
12	Tender Last Selling Date	08/01/2017	during office hour	
13	Tender Closing Date and Time	09/01/2017	12:00 pm	
14	Tender Opening Date and Time	09/01/2017	03:00 pm	
15	Name & Address of the office(s)	Address		
	- Selling Tender Document (Principal)	Office of the Executive Engineer, Dhaka PWD Division-2, Dhaka.		
	- Selling Tender Document (Others)	i) Director (Admin), Prime Minister's Office, Tejgaon, Dhaka. ii) Office of the Executive Engineer, Dhaka PWD Division-1,3,4/ City PWD Division/ Motijheel PWD Division/ Azimpur PWD Division/ Resource PWD Division/ Sher-E-Bangla Nagar PWD Division-2/ Mirpur PWD Division/ PWD E/M Division-1 in Dhaka/ Chittagong PWD Division-1/ Khulna PWD Division-1/ Rajshahi PWD Division-1/ Sylhet PWD Division/ Barishal PWD Division. iii) Office of the Sub-Divisional Engineer, PWD Sub-Division-5, under PWD Division-IV, Purta Bhaban, Dhaka. No Tender will be sold on the receiving date.		
	- Receiving Tender Document	i) Director (Admin), Prime Minister's Office, Tejgaon, Dhaka. ii) Office of the Divisional Commissioner, Dhaka. iii) Office of the Commissioner of Police, Dhaka Metropolitan Police. iv)Office of the Executive Engineer, Dhaka PWD Division-2, Dhaka. v) Office of the Executive Engineer, Dhaka City Division, Dhaka.		
	- Opening Tender Document	Office of the Executive Engineer, Dhaka PWD Division-2, Dhaka.		
INFORMATION FOR TENDERER				
16	Eligibility of Tenderer	This invitation for Tender is open to all eligible tenderers as mentioned below: (1) Minimum 5(five)years of General experience in cleaning and housekeeping work preferably in Key Point Installation (KPI), International Standard Office Building, Foreign Embassy , International Standard Hotels in Bangladesh . (2) Successful completion of 1 (one) number of cleaning and housekeeping work amounting minimum Tk.90.00 (Ninety) Lac, in a single work order under Govt./ Semi-Govt./ Autonomous/ Reputed Organization during last 5(five) years. In case of running/ ongoing work the bidder must have successfully completed at least 80% (Eighty percent) physical		

		<p>progress of cleaning/ Housekeeping work under any Govt./ Semi Govt./Autonomous/Reputed organization within last 2(two) year and the receipt of payment in such cases shall not be less than Tk.72.00 (Seventy Two) Lac on 28 (twenty eight) days before the submission date of this tender.</p> <p>(3) Certificate of authentication in respect of the work should have to be furnished by the bidder along with tender document in the following manner as applicable.</p> <p>a) In case of a work done under PWD, the certifying and authenticating authority shall be the concerned Executive Engineer, under whom the work has been executed.</p> <p>b) In case of a work done under any Government/ Semi-Government/ Autonomous Bodies/ Organization other than PWD the certifying authority shall be an officer of the organization not below the rank of Executive Engineer and the same should be duly verified by the concerned Executive Engineer of PWD of that area under whose jurisdiction the work has been done.</p> <p>c) In case of a work done under a Private Organization, a certificate is to be obtained from the Chairman/CEO/ Managing Director of the Organization about the type and nature of work or service and up-to-date payment made to the service and the same is to be duly verified by the concerned Executive Engineer of PWD of that area under whose jurisdiction the work has been done. Otherwise the offer will be treated as cancelled.</p> <p>d) In case of a work done under a Private Organization, prescribed work order (Original or duly attested by competent authority) for the work should be enclosed along with tender document.</p> <p>e) In case of work done under a Private Organization payment certificate and certificate of deposit is to be supported by Bank statement and is to be enclosed along with the Tender Document.</p> <p>(4) Minimum Average Annual turnover will be Tk.180.00 (One Hundred and Eighty) Lac, during last 5(five) years.</p> <p>(5) Minimum liquid asset/Credit facilities will be Tk.60.00 (Sixty) Lac.</p> <p>(6) After the contract agreement, it is mandatory to have security clearance certificate from SSF/SB prior to initiate the service. Exception to this will lead to cancellation of the agreement.</p> <p>Other required eligibility criteria and conditions will be applied as mentioned in tender document.</p>			
17	Brief Description of Services		Cleaning and Housekeeping		
18	Price of Tender Document (Tk)		1,500/- (One Thousand Five Hundred) (Non-Refundable)		
19	Pckge No.	Identification of Package	Location	Tender Security Amount (Tk)	Completion Time in Weeks / Months
	1	Cleaning and Housekeeping of Prime Minister's Office at Tejgaon, Dhaka.	Tejgaon, Dhaka.	6,50,000/-	12 (Twelve) months
PROCURING ENTITY DETAILS					
20	Name of Official Inviting Tender		Abdulla Al Masud		
21	Designation of Official Inviting Tender		Executive Engineer		
22	Address of Official Inviting Tender		Dhaka PWD Division-2, Dhaka.		
23	Contact details of Official Inviting Tender		Phone : 02-9556184	Fax : 02-9556184	E-mail : ee_dhk2@pwd.gov.bd
24	<ul style="list-style-type: none"> The Procuring Entity reserves the right to reject all the Tenders or annul the Tender proceedings. The detailed tender notice can also be available in the official website (www.pwd.gov.bd) of Public Works Department (PWD) and website of CPTU (www.cptu.gov.bd). 				

(Abdulla Al Masud)
 Executive Engineer
 Dhaka PWD Division-2
 Dhaka

Memo No:-

Eng.
Date:-----
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Copy submitted to :

1. The Chief Engineer, Public Works Department, Purta Bhaban, Segunbaghica, Dhaka for favour of his kind information.
2. The Director General, Special Security Forces, Prime Minister's office, Tejgaon, Dhaka.
Encl: - 1(one) copy tender notice for wide circulation.
3. Director General (Admin.) Prime Minister's Office, Tejgaon, Dhaka.
Encl: - 1(one) copy tender notice for information and wide circulation.
4. Office of the Divisional Commissioner, Dhaka.
Encl: - 1(one) copy tender notice for information and wide circulation.
5. Office of the Commissioner of Police, Dhaka Metropolitan Police.
Encl: - 1(one) copy tender notice for information and wide circulation.
6. The Director General, Central Procurement Technical Unit, IMED, Block No-12 (2nd Floor), Shere-E- Bangla Nagar, Dhaka for publication of this Tender Notice in the Web-site of CPTU.
Enclose: - 1 (one) copy Tender Notice & 1(one) copy CD of tender notice.
7. The Additional Chief Engineer, Dhaka PWD Zone, Dhaka.
Encl: - 1(one) copy tender notice for wide circulation.
8. The Additional Chief Engineer, (P&SP)/ (E/M), PWD, Dhaka.
Encl: - 1(one) copy tender notice for wide circulation.
9. The Superintending Engineer (Co-Ordination), PWD Purta bababan, Segunbagicha, Dhaka.
Encl: - 1(one) copy tender notice for wide circulation.
10. The Superintending Engineer, Dhaka PWD Circle-1, Dhaka.
Encl:-1(one) copy tender notice for wide circulation & 1(one) copies of schedule.
11. Executive Engineer (MIS Cell), PWD Purta Bhaban, He is requested to publish the advertisement through PWD Web Site.
Encl: - 1 (one) copy Tender Notice & 1(one) copy CD of tender notice.
12. Executive Engineers: Dhaka PWD Division-1,3,4/ City PWD Division/ Motijheel PWD Division/ Azimpur PWD Division/ Resource PWD Division/ Sher-E-Bangla Nagar PWD Division-2/ Mirpur PWD Division/ PWD E/M Division-1 in Dhaka/ Chittagong PWD Division-1/ Khulna PWD Division-1/ Rajshahi PWD Division-1/ Sylhet PWD Division/ Barishal PWD Division.
Office of the Sub-Divisional Engineer, PWD Sub-Division-5, under PWD Division-4, Purta Bhaban, Dhaka.
Enclosed: - 2(two) copies tender Notice for wide circulation & 2(two) copies of schedule for sale.
13. **Sub-Divisional Engineer, Dhaka PWD Sub-Division-2, Dhaka.**
Enclosed:-2(two) copies tender Notice for wide circulation & 2(two) copies of schedule for sale.
14. **Sub-Assistant Engineer/ Divisional Accountant, Dhaka PWD Division-2, Dhaka.**
15. Head Assistant, Dhaka PWD Division-2, Dhaka for wide circulation in "Notice Board" of this Division.

(Abdulla Al Masud)
Executive Engineer
Dhaka PWD Division-2
Dhaka