

**Government of the People's Republic of Bangladesh**  
**Office of the Executive Engineer**  
**Savar Public Works Division**  
**Sher-E-Bangla Nagar, Dhaka**  
**Phone: 02-9180591**  
**www.pwd.gov.bd**  
**webmail: ee\_savar@pwd.gov.bd**

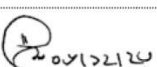
**INVITATION FOR TENDER**

**IFT No. PWD/Savar/2023-2024/Outsourcing-01**

Memo No. PWD/Savar/2023-2024/Outsourcing-01

Date: 06/12/2023 AD

01. Ministry/Division	Ministry of Housing and Public Works		
02. Agency	Public Works Department (PWD)		
03. Procuring Entity Name	Executive Engineer, Savar Public Works Division, Dhaka.		
04. Procuring Entity Code			
05. Procuring Entity District	Dhaka		
06. Invitation for	Procurement of Non-consulting Service		
07. Invitation Ref No	PWD/Savar/2023-2024/Outsourcing-01		
08. Date	06/12/2023		
<b>Key Information</b>			
09. Procurement Method	Open Tendering Method (OTM)		
<b>Funding Information</b>			
10. Budget and Source of Funds	Government of Bangladesh (GoB)		
11. Development Partners (if applicable)	Not Applicable		
<b>Particular Information</b>			
12. Project / Program Code (if applicable)	Not Applicable		
13. Project Name (if applicable)	Not Applicable		
14. Tender Package No.	pwd/savar/2023-2024/outsourcing/driver		
15. Tender Package Name	সাভার গণপূর্ত বিভাগের জন্য সম্পূর্ণ অস্থায়ী ভিত্তিতে আউটসোর্সিং পদ্ধতিতে ০৩ (তিন) জন গাড়ী চালক সরবরাহকরণ কাজ।		
16. Tender Publication Date	07 December, 2023		
17. Tender Last Selling Date	26 December, 2023 on time 16:00 Hours		
18. Tender Closing Date and Time	27 December, 2023 on time 11:00 Hours		
19. Tender Opening Date and Time	Tender will be opened on 27 December, 2023 at 12:00 PM at the Office of the Executive Engineer, Savar Public Works Division, Sher-E-Bangla Nagar, Dhaka. Intending Tenderers or their authorized representatives may remain present during opening of tender.		
<b>20. Name &amp; Address of the office(s)</b>			
a) Selling Tender Document (Principal)	Office of the Executive Engineer, Savar Public Works Division, Sher-E-Bangla Nagar, Dhaka.		
b) Selling Tender Document (Others)	1. Office of the Executive Engineer, Mohakhali PWD Division, Sher-E-Bangla Nagar, Dhaka, 2. Office of the Executive Engineer, Sher-E-Bangla Nagar PWD Division-2, Sher-E-Bangla Nagar, Dhaka, and 3. Office of the Executive Engineer, Sher-E-Bangla Nagar PWD Division-3, Sher-E-Bangla Nagar, Dhaka,		
c) Receiving Tender Document	Office of the Executive Engineer, Savar Public Works Division, Sher-E-Bangla Nagar, Dhaka.		
d) Opening Tender Document	Office of the Executive Engineer, Savar Public Works Division, Sher-E-Bangla Nagar, Dhaka.		
<b>Information for Tenderer</b>			
21. Eligibility of Tenderer	This invitation for Tenders is open to all eligible Tenderers as mentioned below: (a) The minimum number of years of general experience of the Tenderer in contracting industries in public sector as Prime Contractor/Sub Contractor/Management Contractor shall be 03 (three) years counting backward from the date of publication of IFT in the newspaper. (b) The minimum specific experience as a Prime Contractor in providing non-Consultant Service of at least ONE contract of supplying manpower (driver) or of similar nature, complexity and methods/technology completed over a period of three (3) years each with a value of at least of Tk. 8.00 (eight) lac shall be required. Years counting backward from the date of publication of IFT in the newspaper. (c) The required average annual turnover of the Tenderer shall be at least of the amount of Tk 5.00 (five) lac over the last three years. The period of averaging the best three (3) years of the last five (5) years. Payment certificates for contracts in progress or completed under public sector must be submitted along with tender in support of average annual construction turnover. Years counting backward from the date of publication of IFT in the newspaper. (d) The minimum amount of liquid assets i.e. working capital or credit line(s) of the Tenderer shall be Tk. 3.00 (three) lac. Letter of Commitment for Bank's Undertaking for Line of Credit as per Form PSN-5 without any alteration of Tender and Contract Forms section must be submitted for this purpose (Failing to submit as per form PSN-5 will make the tenderer Non-responsive). (e) The tenderer must possess i) Updated income tax clearance certificate; ii) VAT registration certificate; iii) Updated trade license; iv) Detailed CV, NID, Passport sized Photo of Proposed Manpower (Drivers); v) Updated License/Registration Document as manpower provider firm issued by Department of Inspection for Factories and Establishments (DIFE) in compliance of Section 3 Ka (1) of Bangladesh Labor Act 2006. Failure in submitting of such document shall lead to the non-responsiveness of the concerned bidder. vi) Attested copy of documents mentioned in sl. No. i, ii, iii, iv & v are to be submitted; vii) Original money/payorder/challan receipt of tender document purchase must be enclosed with the tender. (f) i) Each supplied manpower (driver) shall have the following qualifications and experience: (a) Age: Educational Qualifications 18-60 years as on 1st July, 2023 AD; (b) Educational Qualifications: Minimum of class 08 (eight) passed; (c) Professional Qualifications: Should have a minimum of 05 (five) years of experience as a light/heavy vehicle driver and possess an up-to-date professional medium class driving license issued by BRTA; and (d) Other eligibility requirements as per TDS, PCC and applicable laws, rules and regulations of the government. ii) Driver's salary must not be less than Tk. 18,610/- (Ref: As per order of ministry of finance vide memo-07.153.029.07.00.01.2019-259, date: 10.6.2019). Otherwise Tenderer will be treated as non-responsive. iii) Service commission must not be less than 05%. (Ref: As per order of CPTU vide memo no- 21.00.0000.363.22.992.18-143 date 17/07/2019) iv) VAT must be 15% (or as mentioned in the latest SRO of NBR) on salary & service commission. v) Tenderer must follow the other instructions as per order of ministry of finance vide memo-07.153.029.07.00.01.2019-259 date 10.6.2019 and as per order of CPTU vide memo no- 21.00.0000.363.22.992.18-143 date 17/07/2019. vi) The Intended Completion Date is: 01 (one) year from the date of contract signing. The Contract may be extended/renewed by the PE subject to satisfactory service of the Service Provider, if necessary. vii) The tender must be submitted in completely sealed envelope. viii) Other required eligibility and conditions of the tenderer are shown in TDS and PCC of the tender document.		
22. Package No.	Identification of package	Price of Tender Document	Tender Security (Tk.)
pwd/savar/2023-2024/outsourcing/driver	সাভার গণপূর্ত বিভাগের জন্য সম্পূর্ণ অস্থায়ী ভিত্তিতে আউটসোর্সিং পদ্ধতিতে ০৩ (তিন) জন গাড়ী চালক সরবরাহকরণ কাজ।	Tk.1000/-	Tk. 30,000.00
23. Place, date and time of pre-tender meeting	N/A		
24. Name of official inviting tender	Muhammad Helal Uddin		
25. Designation of official inviting tender	Executive Engineer		
26. Address of official inviting tender	Savar Public Works Division, Sher-E-Bangla Nagar, Dhaka.		
27. Contact detail of official inviting tender	Tel. No. 02-9180591 email: ee_savar@pwd.gov.bd		
28. The Procuring Entity reserves the right to reject all the tenders or annul the tender proceedings.			
29. This tender notice can be seen and downloaded from both the official web sites of PWD (www.pwd.gov.bd) & CPTU (www.cptu.gov.bd).			

  
Muhammad Helal Uddin

Executive Engineer  
Savar Public Works Division  
Sher-E-Bangla Nagar, Dhaka.