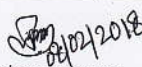




GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH  
Ministry of Environment and Forests  
Bangladesh Secretariat, Dhaka

**Invitation for Tenders under Framework Contract**

1	Ministry/Division	Ministry of Environment and Forests			
2	Agency	Ministry of Environment and Forests			
3	Procuring Entity Name	Deputy Secretary, Admin-3, Ministry of Environment and Forests			
4	Procuring Entity District	Dhaka			
5	Invitation for	Supply of goods under Framework Contract			
6	Invitation Ref No	a) For Package-1: 22.00.0000.053.30.219.17 Date: 08/02/2018 b) For Package-2: 22.00.0000.053.30.220.17 Date: 08/02/2018			
7	Procurement Method	Open Tendering Method (National)			
8	Budget and Source of Funds	Revenue			
9	Tender Packages No.	G1 & G2			
10	Tender Package Name	Package-1: Supply of office stationery, office appliances, Crockeries and related services (framework contract) Package-2: Supply of computer toner, IT appliances and related services (framework contract)			
11	Tender Publication Date	09 February 2018 (for both packages)			
12	Tender Last Selling Date	25 February 2018, Time: 05:00 PM (for both packages)			
13	Tender Closing Date and Time	26 February 2018, Time: 2:00 PM (for both packages)			
14	Tender Opening Date and Time	26 February 2018, Time: 02:30 PM (for both packages)			
15	Place of Selling, Receiving and Opening Tender Documents	Level-14, Building-6, Ministry of Environment and Forests, Bangladesh Secretariat, Dhaka			
16	Brief Eligibility and Qualification of Tenderer (for both packages)	<ul style="list-style-type: none"> <li>Reputed supplier firms having valid Trade License, up to date Income Tax Certificate and VAT registration.</li> <li>The minimum number of years of general experience of the Tenderer in the supply of office stationery, office appliances, Crockeries and related services for Package-1 and the supply of computer toner, IT appliances and related services for Package-2 as a Supplier shall be 5 (five) years.</li> <li>Must have successful completion of at least 3 (Three) similar nature of goods and related services contracts at any Ministry/Government Organization of Bangladesh during last 5 (five) years.</li> <li>The minimum specific experience as Supplier in supply of similar nature of goods at least one (1) contract successfully completed within the last 3 (three) years with a value of minimum Tk. 14 (fourteen) lac for package-1 and Tk. 8 (eight) lac for package-2</li> <li>The minimum amount of liquid assets i.e. working capital or credit line(s) of the Tenderer shall be Tk 20 (twenty) lacs for package-1 and Tk. 12 (twelve) lacs for package-2.</li> <li>The successful Tenderer must supply different goods at the rate approved by the authorities at their own transportation cost.</li> </ul>			
17	Brief Description of Goods	Package-1: Supply of office stationery, office appliances, Crockeries, photocopier toner and related services (framework contract) Package-2: Supply of computer toner, IT appliances and related services (framework contract)			
18	Brief Description of Related Services	Package-1 & Package-2: When and if required			
19	Package	Identification of Package	Location	Price of Tender Document (TK)	Tender Security Amount (TK)
	1	Supply of office stationery, office appliances, Crockeries and related services (framework contract)	Ministry of Environment and Forests, Bangladesh Secretariat, Dhaka	1000/-	60,000/-
	2	Supply of computer toner, IT appliances and related services (framework contract)	Ministry of Environment and Forests, Bangladesh Secretariat, Dhaka	700/-	40,000/-
<b>PROCURING ENTITY DETAILS</b>					
20	Name of Official Inviting Tender	Rokonuzzaman			
21	Designation of Official Inviting Tender	Deputy Secretary, Admin-3, Ministry of Environment and Forests			
22	Address of Official Inviting Tender	Level-14, Building-6, Ministry of Environment and Forests, Bangladesh Secretariat, Dhaka			
23	Contact details of Official Inviting Tender	02-9551512 Email: admin3@moe.gov.bd			
24	Special Instructions	<ul style="list-style-type: none"> <li>Contract will be for 1(one) year initially and it may be renewed for next 2(two) years, subject to satisfactory supply of goods of previous years.</li> <li>Item based lowest bidders will be selected.</li> <li>The Procuring Entity reserves the right to reject all tenders or annul the Tender proceedings</li> </ul>			

  
 Rokonuzzaman  
 Deputy Secretary,  
 Ministry of Environment and Forests  
 Bangladesh Secretariat, Dhaka