



## Government of the People's Republic of Bangladesh

Local Government Engineering Department  
Disaster Damage Rural Road Improvement Project- 3 Hill Districts (DDRRIP-3 Hill Districts)  
Level-10, RDEC Bhaban, Agargaon, Sher-E-Bangla Nagar,  
Dhaka-1207  
[www.lged.gov.bd](http://www.lged.gov.bd)



শেখ হাসিনার মূলনীতি  
গ্রাম শহরের উন্নতি

Memo No. 46.02.0000.948.14.002(Part-01).19/31

Date: 31/01/2021

### Invitation for Tenders (Non-Consulting Services)

1	Brief on Invitation	Sealed tenders are hereby invited from the reputed service providers for outsourcing services. Relevant necessary information given below.	
2	Ministry/Division	Local Government, Rural Development and Co-operatives Ministry/Local Government Division.	
3	Agency	Local Government Engineering Department.	
4	Procuring Entity Name	The Project Director, Disaster Damage Rural Road Improvement Project : 3 Hill Districts	
5	Procuring Entity District	Dhaka.	
6	Invitation for	Procurement of Outsourcing Services.	
7	Invitation Ref No	46.02.0000.948.14.002(Part-01).19/31	
8	Date	Date: 31/01/2021	
<b>KEY INFORMATION</b>			
9	Procurement Method	NOTM	
<b>FUNDING INFORMATION</b>			
10	Budget and Source of Funds	GOB (Government of Bangladesh)	
11	Development Partners (if applicable)	Not Applicable	
<b>PARTICULAR INFORMATION</b>			
12	Project / Program Code (if applicable)		
13	Project Name (if applicable)	Disaster Damage Rural Road Improvement Project:3 Hill Districts	
14	Tender Package No.	DDRRIP-3 Hill districts/W-03/2020-2021	
15	Tender Package Name	Procurement of Physical Services for the post of Office Assistant cum Computer Operator by Firm/Company under Disaster Damage Rural Road Improvement Project : 3 Hill Districts	
16	Tender Publication Date	31/01/2021	
17	Tender Last Selling Date	24-02-2021	5.00pm
18	Tender Closing Date and Time	25-02-2021	1.00pm
19	Tender Opening Date and Time	25-02-2021	2.00pm
20	Name & Address of the office(s) Selling,Receiving & Opening Tender Document	<b>Address:</b> Project Director's Office, Disaster Damage Rural Road Improvement Project : 3 Hill Districts, Level-10, RDEC Bhaban, Agargaon, Sher-E-Bangla Nagar, Dhaka-1207	
<b>INFORMATION FOR TENDERER</b>			
21	Eligibility of Tenderer	<ul style="list-style-type: none"> <li>Tenderers shall have the legal capacity to enter into the Contract under the Applicable Law;</li> <li>Tenderers shall be enrolled in the relevant professional or trade organisations registered in Bangladesh; and</li> <li>Tenderers shall have fulfilled its obligations to pay taxes under the provisions of laws and regulations of Bangladesh</li> </ul>	
22	Qualification of Tenderer	As defined in the tender documents	
23	Brief Description of Services	The firm /Company will be engaged to provide services for the post of 1(One) no. Office Assistant cum Computer Operator	
24	Price of Tender Document (Tk)	Tk. 2000.00 ( Taka Two Thousand only)	
25	Location of Services	Project Director's Office, Dhaka.	
26	Tender Security Amount (Tk)	Tk. 37,000.00 (Taka Thirty Seven thousand only)	
27	Completion Time in Weeks / Months	27 (Twenty Seven) months	
<b>PROCURING ENTITY DETAILS</b>			
28	Name of Official Inviting Tender	Nur Nabi	
29	Designation of Official Inviting Tender	Project Director	
30	Address of Official Inviting Tender	Disaster Damage Rural Road Improvement Project : 3 Hill Districts, Level-10, RDEC Bhaban, Agargaon, Sher-E-Bangla Nagar, Dhaka-1207	
31	Contact details of Official Inviting Tender	Phone no. 88-02-9115124	e-mail: <a href="mailto:pd.ddrrip-3hd@lged.gov.bd">pd.ddrrip-3hd@lged.gov.bd</a>
32	The Procuring Entity reserves the right to reject all the Tenders or annul the Tender proceedings without assigning any reasons whatsoever.		

(Nur Nabi)

Project Director  
88-02-9115124

[pd.ddrrip-3hd@lged.gov.bd](mailto:pd.ddrrip-3hd@lged.gov.bd)



Copy forwarded for kind information:

1. Chief Engineer, LGED, Dhaka-1207.
2. Additional Chief Engineer (Implementation/Maintenance/Planning/Urban Management/Design), LGED HQ, Dhaka-1207.
3. Additional Chief Engineer, LGED, Dhaka/Chittagong Division
4. Superintending Engineer, (P&D, O&M) (Admin/Implementation/Maintenance/Planning/Urban Management/Procurement/Design), LGED HQ, Dhaka-1207.
5. Superintending Engineer, Dhaka/Chittagong Division.

Copy forwarded for kind information & wide circulation:

1. The Director General, Central Procurement Technical Unit (CPTU), IMED, Block # 12, 2nd Floor, Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh. He is requested to publish this notice on CPTU website as early as possible.
2. Chief Account's officer, Local Government Division, 83/B, Mouchak Tower, Malibagh, Dhaka.
3. Unit-in-charge, GIS Unit, LGED. He is requested to publish this notice on LGED website.
4. .... are requested to publish this notice for one (01) day in inner page before 01 February, 2021 (size as small as possible).