

Government of the People's Republic of Bangladesh  
Ministry of Commerce  
WTO Cell  
Bangladesh Secretariat, Dhaka

**Invitation of Tender for Hiring of one Microbus including driver**

1.	Ministry/Division	Ministry of Commerce	
2.	Agency	WTO Cell	
3.	Procuring entity name	Strengthening Institutional Capacity and Human Resources Development for Trade Promotion Project	
4.	Procuring entity code	N/A	
5.	Procuring entity district	Dhaka	
6.	Invitation for	Hiring of One Microbus including driver	
7.	Invitation Ref No	26.00.0000.133.26.001.17.224	
8.	Date (dd/mm/yyyy)	07.12.2017	
<b>KEY INFORMATION</b>			
9.	Procurement method	Open Tendering Method (National)	
<b>FUNDING INFORMATION</b>			
10.	Development Partners (if applicable)	WTO-EIF	
11.	Budget and source of funds	Grant from EIF	
<b>PARTICULAR INFORMATION</b>			
12.	Project / Programme Code (if applicable)	N/A	
13.	Project/Programme name (if applicable)	Strengthening Institutional Capacity and Human Resources Development for Trade Promotion Project	
14.	Tender Package No.	01	
15.	Tender Package Name	Hiring of One Microbus including driver	
16.	Tender Publication Date	On or before 12.12.2017	
17.	Tender Last Selling Date	26.12.2017 (During office hour)	
		<b>Date</b>	<b>Time</b>
18.	Tender Closing Date and Time	27.12.2017	1.00 PM
19.	Tender Opening Date and Time	27.12.2017	2.30 PM
20.	Name & Address of the office(s)	Address	
	- <i>Selling Tender Document (Principal)</i>	Project Director, Strengthening Institutional Capacity and Human Resources Development for Trade Promotion Project & Director General, WTO Cell, Ministry of Commerce. Bangladesh Secretariat, Dhaka.-1000	
	- <i>Receiving Tender Document</i>	Project Director, Strengthening Institutional Capacity and Human Resources Development for Trade Promotion Project & Director General, WTO Cell, Ministry of Commerce. Bangladesh Secretariat, Dhaka.-1000	
	- <i>Opening Tender Document</i>	Project Director, Strengthening Institutional Capacity and Human Resources Development for Trade Promotion Project & Director General, WTO Cell, Ministry of Commerce. Bangladesh Secretariat, Dhaka.-1000	
<b>INFORMATION FOR TENDERER</b>			
21.	Eligibility of Tenderer	a. The minimum of years of general experience of the Tenderer in the supply of Goods and related services as	

		<p>Supplier shall be 05(Five) years.</p> <p>b. The minimum specific experience as Supplier in supply of similar Goods of at least 01(One) contract successfully completed within the last 02(Two) years, each with a value of at least Tk. 30,00,000/-Thirty Lac).</p> <p>c. The supplier shall have up-dated trade license, income TAX clearance certificate, VAT registration certificate &amp; Bank solvency certificate.</p> <p>d. If the owner of the firm/individual himself does not sign the tender document, the signatory shall be authorized by registered affidavit along with the (except in case of joint stock company) affidavit of ownership and,</p> <p>e. Conditions mentioned in the tender document.</p>			
22.	Brief Description of the physical services (vehicle)		Hiring of One Microbus including driver		
23.	Brief Description of Related Services		After-rent service i.e. driver, repair/maintenance/ replacement of major spare parts/ accessories at tenderer's own cost. The vehicle may ply all over the country everyday.		
24.	Price of Tender Document (Tk)		Tk. 1000.00 (One Thousand) only (Non refundable).		
	<b>Lot No</b>	<b>Identification of Lot</b>	<b>Location</b>	<b>Tender Security Amount (Tk)</b>	<b>Completion time (Service period)</b>
25.	01	Hiring of One Microbus including driver	Project Director, Strengthening Institutional Capacity and Human Resources Development for Trade Promotion Project & Director General, WTO Cell, Ministry of Commerce. Bangladesh Secretariat, Dhaka.-1000	Tender Security & other information are available in the tender document	24 months from the date of agreement, extendable subject to the possibility of extension of project
<b>PROCURING ENTITY DETAILS</b>					
26.	Name of Official Inviting Tender		Mr. Md. Munir Chowdhury		
27.	Designation of Official Inviting Tender		Project Director		
28.	Address of Official Inviting Tender		Strengthening Institutional Capacity and Human Resources Development for Trade Promotion Project & Director General, WTO Cell, Ministry of Commerce. Bangladesh Secretariat, Dhaka.-1000		
29.	Contact details of Official Inviting Tender		Tel: 9540976 (O)		
30.	<b>The procuring entity reserves the right to accept or reject all tenders without assigning any reason whatsoever.</b>				

Sd/- (07.12.2017)  
(Mohammad Mahbubur Rahman Patwary)  
Deputy Director-3 (Deputy Secretary)  
WTO Cell, Ministry of CommerceMinistry of Land  
Phone: No 9540976