

Election Commission Secretariat

Invitation for Tender

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| 1 | Procuring Entity: | Election Commission Secretariat (ECS) |
| 2 | Invitation for | Procurement of Election Materials (Four Sided Corrugated Cartoon Box) for use in Elections. |
| 3 | Invitation Ref No | ECS/P-2/ City Corpo/Tender/17(1)/2010/15 |
| 4 | Date | Issued on: 17/02/2010 |

KEY INFORMATION

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| 5 | Procurement Method | Open Tendering Method (OTM) |
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FUNDING INFORMATIONS

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| 6 | Budget and Source of Funds | GOB |
| 7 | Development Partners (if applicable) | N/A |

PARTICULAR INFORMATIONS

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| 8 | Project | None |
| 9 | Tender Package No. | Pauro-2/2010/DCCE/01 |
| 10 | Tender Package Name | Procurement of Election Materials (Four Sided Corrugated Cartoon Box with length 28", Width 28" & height 28" Five ply Corrugated Board, gum pasting, two colour print, dice folding) for use in Elections. |
| 11 | Tender Publication Date | 18/02/2010 |
| 12 | Tender Last Selling Date | 10/03/2010 up to Office hours. |
| 13 | Tender Closing Date and Time | 11/03/2010 02:00 pm |
| 14 | Tender Opening Date and Time | 11/03/2010 02:30 pm |
| 15 | Name & Address of the office(s) | |
| | - <i>Selling Tender Document (Principal)</i> | Md. Fakhar Uddin Sikder, Assistant Secretary (Pauro-2), Election Commission Secretariat, Sher-E-Bangla Nagar, Dhaka [Room No#27, Block#5, Planning Commission Premises]. |
| | - <i>Selling Tender Document (Others)</i> | None |
| | - <i>Receiving Tender Document</i> | Syed Md. Khurshid Anwar Deputy Secretary (Pauro & Polli) Election Commission Secretariat at Sher-E-Bangla Nagar, Dhaka [Block No#5, Room No#15] |
| | - <i>Opening Tender Document</i> | Office of the Deputy Secretary (Admin-1), Election Commission Secretariat, Sher-E-Bangla Nagar, Dhaka [Room No#14, Block#5, Planning Commission Premises]. |
| 16 | Place / Date / Time of Pre-Tender Meeting | None |

INFORMATIONS FOR TENDERER

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| 17 | Eligibility of Tenderer | <p>A. The Tenderer shall have a minimum 3 years of overall experience in the supply of goods and related services.</p> <p>B. The Tenderer shall have a minimum 1 year of specific experience in the supply of similar goods and related services.</p> <p>C. Tenderers must fulfil all other general as well as special eligibility and qualifications requirements mentioned in the Tender Document including Technical Specifications.</p> |
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- 18 Brief Description of Goods or Works **Lot-A:** Supply of 12,000 (Twelve thousand) pieces Cartoon boxes as per specifications mentioned in the Tender Document.
- 19 Special requirements The goods must be supplied in industry standard packages, commensurate with the particular weather condition in Bangladesh, in such manner that these may be easily carried in the rural areas.
- 20 Price of Tender Document (Taka) Tk 500/- (Taka Five hundred only)(Non-refundable)
- 21 Description of Lots:

| Contract Package # | Lot No. | Identification of Lots | Quantity | Amount of Tender Security (Taka) | Completion Time in Weeks |
|------------------------------|---------|---|-------------|----------------------------------|-------------------------------|
| Pauro-2/ 2010/ DCCE/01 | A | Supply of Four Sided Corrugated Cartoon Box with length 28", Width 28" & height 28" Five ply Corrugated Board, gum pasting, two colour print, dice folding. | 12,000 nos. | 10% of Tender amount | 2 weeks (as per Section 6) |

PROCURING ENTITY DETAILS

- 22 Name of Official Inviting Tender **Jesmin Tuli**
- 23 Designation of Official Inviting Tender Deputy Secretary
- 24 Address of Official Inviting Tender Election Commission Secretariat
Block#5, Planning Commission Premises
Sher-E-Bangla Nagar, Dhaka.
- 25 Contact details of Official Inviting Tender Tel: 880-2-8112853
Fax: 880-2-8115736
- 26 **The procuring entity reserves the right to accept or reject all tenders.**

Sd/-
17/02/2010
(Syed Md. Khurshid Anwar)
Deputy Secretary (Pauro & Polli)
Election Commission Secretariat

