

# Election Commission Secretariat

Preparation of Electoral Roll with Photographs and Facilitating the  
Issuance of National Identity (ID) Card Project  
Islamic Foundation Bhaban (6th Floor), Agargaon, Dhaka

## Invitation for Tender

1	Ministry/Division	Election Commission Secretariat
2	Agency	Preparation of Electoral Roll with Photographs and Facilitating the Issuance of National Identity (ID) Card Project (PERP & FINIDC)
3	Procuring Entity:	Preparation of Electoral Roll with Photographs and Facilitating the Issuance of National Identity (ID) Card Project (PERP & FINIDC), Election Commission Secretariat (ECS)
4	Procuring Entity District	Procured items will be used by all Regional, District, Upazila & Thana Election Offices nationwide.
5	Invitation for	Procurement of Upazila Office Furniture Steel Almirah, Steel File Cabinet (Total ± 483 Sets)
6	Invitation Ref No	File No. PERP & FINIC/Pro:/Tender/040/2009
7	Date	<b>Issued on:03/6/2010</b>
<b>KEY INFORMATION</b>		
8	Procurement Method	<b>National Open Tendering Method (NOTM)</b>
<b>FUNDING INFORMATION</b>		
9	Budget and Source of Funds	GOB
10	Development Partners (if applicable)	UNDP Pool Fund
<b>PARTICULAR INFORMATION</b>		
11	Project/Programme Code	5040
12	Project/Programme Name	Preparation of Electoral Roll with Photographs and Facilitating the Issuance of National Identity (ID) Card (PERP & FINIDC)
13	Tender Package No	G-23(14)
14	Name of Tender Package	Upazila Office Furniture Steel Almirah, Steel File Cabinet
15	Tender Publication Date	<b>04/6/2010</b>
16	Tender Last Selling Date	<b>27/6/2010</b> <b>up to 14:00 p. m.</b>
17	Tender Closing Date and Time	<b>28/6/2010</b> <b>14:00 p.m.</b>
18	Tender Opening Date and Time	<b>28/6/2010</b> <b>14:30 p.m.</b>
19	Name & Address of the office(s)	
	- <i>Selling Tender Document (Principal)</i>	Preparation of Electoral Roll with Photographs and Facilitating the Issuance of National Identity (ID) Card Project Office, Islamic Foundation Bhaban(6 <sup>th</sup> Floor), Agargaon, Dhaka
	- <i>Selling Tender Document (Others)</i>	Bangladesh Election Commission, Planning Section, Room No-19, Block No-5, Sher-E-Bangla Nagar, Dhaka.
	- <i>Receiving Tender Document</i>	1. Preparation of Electoral Roll with Photographs and Facilitating the Issuance of National Identity (ID) Card Project Office, Islamic Foundation Bhaban(6 <sup>th</sup> Floor), Agargaon, Dhaka 2. Bangladesh Election Commission, Planning Section, Room No-19, Block No-5, Sher-E-Bangla Nagar, Dhaka.
	- <i>Opening Tender Document</i>	Preparation of Electoral Roll with Photographs and Facilitating the Issuance of National Identity (ID) Card Project Office, Islamic Foundation Bhaban(6 <sup>th</sup> Floor), Agargaon, Dhaka
20	<i>Place/Date/Time</i>	Not Applicable
	Pre-Tender Meeting	Not Applicable

<b>INFORMATION FOR TENDERER</b>					
21	Eligibility of Tenderer		<p>A. The Tenderer shall have a minimum of 5 years of overall experience in the supply of goods and related services.</p> <p>B. The Tenderer shall have a minimum of 2 years of specific experience in the supply of similar goods and related services.</p> <p>C. Tenderers must fulfil special eligibility and qualifications requirements mentioned in the Technical Specifications against package.</p> <p>D. The Tenderer must have established operation in every Districts of Bangladesh in the form of sales center, agent, distributor or workshop.</p> <p>E. Tender must provide service support plan</p>		
22	Brief Description of Works		Not Applicable		
23	Brief Description of Physical Services		Delivery & placement in require Offices		
24	Price of Tender Documents (TK)		TK-5000.00 (Five Thousand Taka Only)		
	Lot No	Identification of Lot	Location for Delivery	Tender Security (Amount TK)	Completion Time in Weeks/Months
25.	B	<p><b><u>Office Furniture</u></b></p> <p>1. Steel Almirah (1932Pcs)</p> <p>2. Steel File Cabinet (1449 Pcs)</p>	Regional, District, Upazila & Thana Election Offices nationwide	1000000 (ten lacs)	<p>1. 50% of each item within 12 weeks (including all holidays) from the date of issuance of Notification of Award.</p> <p>2. Rest 50% within 12 weeks (including all holidays) from the date of acceptance of delivery of 1<sup>st</sup> 50% by the Regional, District, Upazila &amp; Thana Election Offices nationwide.</p>
<b>PROCURING ENTITY DETAILS</b>					
27	Name of Official Inviting Tender		National Project Director		
28	Designation of Official Inviting Tender		National Project Director		
29	Address of Official Inviting Tender		Preparation of Electoral Roll with Photographs and Facilitating the Issuance of National Identity (ID) Card Project, Dhaka. Islamic Foundation Bhaban (6th floor), Agargaon Dhaka.		
30	Contact details of Official Inviting Tender		Tel No: 880-2-8153195 Fax:880-2-8153005 E-mail: shahadatc@gmail.com		
<b>The procuring entity reserves the right to accept or reject all tenders.</b>					

**National Project Director  
PERP Project**