

**BANGLADESH ELECTION COMMISSION**  
 Identification System for Enhancing Access to Services (IDEA) Project  
 Nirbachan Bhaban (Floor-8)  
 Agargaon, Dhaka-1207.

**Invitation for Tenders**

<b>GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH</b>		
1	Ministry/Division	Bangladesh Election Commission
2	Agency	Election Commission Secretariat
3	Procuring Entity Name	Bangladesh Election Commission represented by Project Director, Identification System for Enhancing Access to Services (IDEA) Project
4	Procuring Entity Code	Not used at present
5	Procuring Entity District	Dhaka
6	Invitation for	HR Firm-to deliver necessary Manpower (31 personnel) for IDEA project.
7	Invitation Ref No	BEC/IDEA/NCS16
8	Date	4 June 2018
<b>KEY INFORMATION</b>		
9	Procurement Method	Open Tendering Method (National)
<b>FUNDING INFORMATION</b>		
10	Budget and Source of Funds	Government of Bangladesh (GoB) (Development Budget)
11	Development Partners (if applicable)	Not Applicable
<b>PARTICULAR INFORMATION</b>		
12	Project / Program Code (if applicable)	0601-5130
13	Project Name (if applicable)	Identification System for Enhancing Access to Services (IDEA) Project
14	Tender Package No.	NCS16
15	Tender Package Name	HR Firm-to deliver necessary Manpower (31 personnel) for IDEA project .
		<b>Date</b> <span style="float: right;"><b>Time</b></span>
16	Tender Publication Date	05 June 2018
17	Tender Last Selling Date (must be the date prior to the day of Tender Closing Date)	20 June 2018 <span style="float: right;">5.00 p.m</span>
18		<b>Date</b> <span style="float: right;"><b>Time</b></span>
19	Tender Closing Date and Time	21 June 2018 <span style="float: right;">2.00 p.m</span>
20	Tender Opening Date and Time	21 June 2018 <span style="float: right;">2.30 p.m</span>
21	Name & Address of the office(s) - Selling Tender Document (Principal)	<b>Address</b> Identification System for Enhancing Access to Services (IDEA) Project, Nirbachan Bhaban (Floor-8), Agargaon, Dhaka
<b>NO CONDITIONS APPLY FOR SALE ,PURCHASE OR DISTRIBUTION OF TENDER DOCUMENTS</b>		
	- Receiving Tender Document	Conference room, Identification System for Enhancing Access to Services (IDEA) Project, Nirbachan Bhaban (Floor-7, Room-721), Agargaon, Dhaka
	- Opening Tender Document	Conference room, Identification System for Enhancing Access to Services (IDEA) Project, Nirbachan Bhaban (Floor-7), Agargaon, Dhaka
<b>INFORMATION FOR TENDERER</b>		
23	Eligibility of Tenderer	ITT11.1 (a) The HR Firm should have  (i) a proven track record of at least five (5) years experience in conducting large scale recruitment and selection of staff in projects of similar nature  (ii) Experience of conducting Computer based examination  (iii) Experience to work with deferent semi government

		<p>or government organizations.</p> <p>ITT11.1 (b) The minimum specific experience as a Prime Contractor in providing non-Consultant Service of at least ONE contract of similar nature, complexity and methods/technology completed over a period of five (5) years each with a value of at least of Tk eighty (80) lac shall be required.</p> <p>Contract for providing Service will be treated as similar nature.</p> <p>ITT11.1 (c) The HR Firm should have</p> <p>The essential equipment to be made available at the time of Contract signing by the successful Bidder :</p> <ul style="list-style-type: none"> <li>• On-line CV submission Technology</li> <li>• OMR (Optical Mark Recognition)</li> <li>• Automated Coding Machine</li> <li>• Strong Database platform</li> </ul>			
24	Brief Description of Services		HR Firm-to deliver necessary Manpower (31 personnel) for IDEA project .		
25	Price of Tender Document (Tk)		BDT 2,000.00 (two thousand only)		
	Package No	Identification of Package	Location	Tender Security Amount (Tk)	Completion Time in Months
26	NCS16	HR Firm-to deliver necessary Manpower (31 personnel) for IDEA project and NID wing.	Dhaka	3 (Three) lac	31 December 2018 from the date of contract signature
<b>PROCURING ENTITY DETAILS</b>					
27	Name of Official Inviting Tender		Mohammad Saidul Islam		
28	Designation of Official Inviting Tender		Project Director		
29	Address of Official Inviting Tender		Identification System for Enhancing Access to Services (IDEA) Project Nirbachan Bhaban (Floor-8), Agargaon, Dhaka		
30	Contact details of Official Inviting Tender		Telephone: 00-88-02-55007571 Electronic mail address: pd.idea.bd@gmail.com		
31	The Procuring Entity reserves the right to reject all the Tenders or annul the Tender proceedings.				

Mohammad Saidul Islam  
Brigadier General  
Project Director