



**Bangladesh Election Commission**  
**Election Commission Secretariat**  
Nirbachan Bhaban, Agargaon, Dhaka  
www.ecs.gov.bd

**Tender for Goods & Services (Multiple Lots)**

1	Ministry/Division		Election Commission Secretariat			
2	Agency		Election Commission Secretariat			
3	Procuring Entity Name		Senior Secretary, Election Commission Secretariat			
4	Procuring Entity District		Dhaka			
5	Invitation Ref No.		17.00.0000.016.11.029.24-168			
6	Date		27-04-2025			
7	Procurement Method		National Competitive Tender (NCT). Open Tendering Method (OTM)			
8	Budget and Source of Funds		GOB (Revenue Budget)			
9	Tender Package Name		Procurement of Goods & Services			
10	Tender Package No.		ECSPM2			
11	Tender Last Selling Date and time		14-05-2025, 4.00 PM			
12	Tender Closing Date and time		15-05-2025, 12.00 PM			
13	Tender Opening Date and time		15-05-2025, 12.30 PM			
14	Name & Address of the Office(s)					
	(a) Selling Tender Document		Senior Assistant Secretary, Personnel management-2, Election Commission Secretariat, Nirbachan Bhaban, Agargaon, Dhaka.			
	(b) Receiving Tender Document		Senior Assistant Secretary, Personnel management-2, Election Commission Secretariat, Nirbachan Bhaban, Agargaon, Dhaka.			
	(c) Opening Tender Document		Deputy Secretary (Personnel Management), Election Commission Secretariat, Nirbachan Bhaban, Agargaon, Dhaka.			
15	Eligibility of Tenderers		Bidders that fulfill the criteria described in the Tender document.			
16	Brief Description of goods and Related Services		Supply of Stationary Item, OMR form, Answer sheet for written test with lithocode OMR sheet, Evaluation of OMR Sheet & Photocopy of question paper and packaging (Lot-1), Supply of Printer & Toner Item (Lot-2) & Rent of vehicle (Lot-3).			
17	Lot No	Identification of Goods	Price of Tender Document (Tk)	Tender Security	Completion Time in weeks/months	Location
	1.	Lot-1: Supply of Stationary Items, OMR form, Answer sheet for written test with lithocode OMR sheet, Evaluation of OMR Sheet & Photocopy of question paper and packaging	Tk. 2000/- (Two Thousand Taka)	Tk. 1,90,000/- (One lac & Ninety Thousand Taka)	06 (six) months	Election Commission Secretariat, Nirbachan Bhaban, Agargaon, Dhaka
	2.	Lot-2: Supply of Printer & Toner Item	Tk. 1000/- (One Thousand Taka)	Tk. 9,000/- (Nine Thousand Taka)	06 (six) months	
	3.	Lot-3: Rent of vehicles	Tk. 1000/- (One Thousand Taka)	Tk. 33,000/- (Thirty Three Thousand Taka)	06 (six) months	
18	Name of Official Inviting Tender		Md. Nazmul Kabir			
19	Designation of Official Inviting Tender		Senior Assistant Secretary			
20	Address of Official Inviting Tender		Personnel management-2, Election Commission Secretariat, Nirbachan Bhaban (5 <sup>th</sup> Floor, Room no-522), Agargaon, Dhaka.			
21	Contact details of Official Inviting Tender		Phone : 02-55007563			
22	Tender Security		Tender Security must be in the form of Pay Order in favor of Secretary, Election Commission Secretariat, Dhaka.			
23	Special Instruction		Supplier must submit distributor authorization letter for Lot-2 (Printer & Toner Item)			
24	The procuring entity reserves the right to reject any or all Tenders.					

*[Signature]*  
27.04.2025

**Md. Nazmul Kabir**  
Senior Assistant Secretary  
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