

**BAKHRABAD GAS DISTRIBUTION COMPANY LIMITED**

(A Company of Petrobangla)
Head Office: Chapapur, Comilla.

“জ্বালানি নিরাপত্তা সর্বোচ্চ অগ্রাধিকার”

TENDER NOTICE

শিল্পে প্রাকৃতিক গ্যাস ও গৃহস্থালীতে বিকল্প জ্বালানি

01.	Ministry/Division	Ministry of Power, Energy & Mineral Resources/ Energy & Mineral Resources Division
02.	Agency	Bangladesh Oil, Gas & Mineral Corporation (Petrobangla).
03.	Procuring Entity Name	Bakhrabad Gas Distribution Company Limited.
04.	Procuring Entity District	Comilla.
05.	Invitation for	Appointment of Contractor for supplying of Manpower the post of Junior Asst. Cum Computer Operator, Electrician, Plumber, Office Sohayok, Gardener, Helper (Technical), Cleaner (Vehicle), Mechanic Helper, AC Mechanic Helper, Store Helper, Cook Helper, Sweeper & Same Designation through Out-sourcing System.
06.	Tender Ref. No.	28.02.1900.011.12.020.17/223
07.	Date	29/03/2017

Key information

08.	Procurement Method	Open Tendering Method (OTM)	
09.	Budget and Source of Funds	BGDCL's own Fund.	
10.	Time limit to selling tender	From 10.04.2017 to 24.04.2017 during office hours (working day)	
11.	Tender Last Selling Date	24.04.2017	
		Date	Time
12.	Date & Time for Receiving of Tender	25.04.2017	12:00 PM
13.	Date & Time for Opening of Tender	25.04.2017	3:00 PM
14.	Name & Address of the office(s) Selling Tender Document	a) Accounts Department, Head Office, Chapapur, Comilla. b) Dhaka Liason Office, 2/A, Baitur Rahmat, Plot No.-150, Road No.-4, New DOHS, Mohakhali, Dhaka-1206. c) Accounts Department, Petrobangla, Petrocentre (7th floor), 3 Kawran Bazar C/A, Dhaka-1215.	
15.	Name & Address of the office(s) Receiving Tender Document	a) Purchase Section, Administration Department, Petrobangla, Petrocentre (3rd floor), 3 Kawran Bazar C/A, Dhaka-1215. b) Dhaka Liason Office, 2/A, Baitur Rahmat, Plot No.-150, Road No.-4, New DOHS, Mohakhali, Dhaka-1206.	
16.	Name & Address of the office Opening Tender Document	Room of Manager (Purchase), Petrobangla, Petrocentre (3rd floor), 3 Kawran Bazar C/A, Dhaka-1215.	

Information for Tenderer

17.	Eligibility of Tenderer	i) Desired contractors must have 2 (two) years experience in supplying manpower in Government/Semi-government/Autonomous organization/ Gas Sector/ Multinational Company/ Renowned Private Company. ii) Only Valid and up-to-date trade licence holders having all other qualifications said in the tender document are eligible to participate in this tender for supplying manpower. iii) Contractor Must have Memorandum of Understanding (MOU) with the computer training centre.
18.	Price of Tender Document	Tk. 10,000.00 (Ten thousand) (Non-Refundable)
19.	Tender Security Amount	Tk. 13,00,000.00 (Thirteen Lakh)
20.	Validity of Contract	2(two) years from signing date of the Contract

Procuring entity details:

21.	Name, Designation & Address of Official Inviting Tender	Afroza Begum Deputy General Manager (Establishment) Bakhrabad Gas Distribution Company Limited, Head Office, Chapapur, Comilla.
22.	Contact details of Official Inviting Tender	Tel: 081-68873, Mobile: 01770-791403 E-mail: dgm_estb@bgdcl.org.bd, Fax: 880-81-77199

Special Instructions :

- If it is not possible to receive/open the tender on the schedule date for any unavoidable circumstances, the same will be received /opened on the next working day in presence of tenderer/Representative (if anybody present). No separate notice will be circulated regarding this matter.
- The tender should be submitted properly following all information and instructions described in detail in the tender schedule.
- The contract should be governed by and interpreted in accordance with the PPR-2008.
- The authority reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.

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