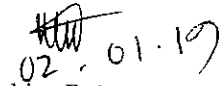


Government of the People's Republic of Bangladesh
Ministry of Health and Family Welfare
Health Services Division
Financial Management and Audit Unit (FMAU)
Bangladesh Secretariat, Dhaka.

Invitation for Tenders

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH		
1.	Ministry/Division	Ministry of Health and Family Welfare, Health Services Division
2.	Agency	Financial Management & Audit Unit (FMAU)
3.	Procuring Entity Name	Additional Secretary (FMA), Health Services Division
4.	Procuring Entity Code	1270101-224021800
5.	Procuring Entity District	Dhaka
6.	Invitation for	Supply of 09 (nine) out sourced manpower i.e. (i) Office Assistant Cum Computer Operator-3, (ii) Vehicle Driver-3 and (iii) Office Shahayak -3.
7.	Invitation Ref No	45.131.011.00.00.42.2018-02
8.	Date	02.01.2019
KEY INFORMATION		
9.	Procurement Method	Open Tender Method (OTM)
FUNDING INFORMATION		
10.	Budget and Sources of Funds	GOB
11.	Development Partners	Not Applicable
PARTICULAR INFORMATION		
12.	Project /Program Code (if applicable)	1270101-224021800
13.	Project Name (if applicable)	Improved Financial Management, Health Services Division
14.	Tender Package No.	SP-01
15.	Tender Package Name	Procurement of Non-Consulting Services
16.	Tender Publishing Date	02/01/2019
17.	Tender Last Selling Date and Time (Excluding Friday, Saturday and Govt. holidays)	16/01/2019, 12.00 PM
18.	Tender Closing Date and Time	17/01/2019, 12.00 PM
19.	Tender Opening Date and Time	17/01/2019, 12.30 PM
20.	Name and Address of the Offices	
	- Selling Tender Document	Financial Management and Audit Unit (FMAU), Building No. 9, 4 th Floor, Health Services Division, Ministry of Health and Family Welfare, Bangladesh Secretariat, Dhaka.
NO CONDITIONS APPLY FOR SALE, PURCHASE OR DISTRIBUTION OF TENDER DOCUMENTS		
	- Receiving Tender Document	Financial Management and Audit Unit (FMAU), Building No. 9, 4 th Floor, Health Services Division, Ministry of Health and Family Welfare, Bangladesh Secretariat, Dhaka.
	- Opening Tender Document	Conference Room, Building No.9, 4 th Floor, Health Services Division, Ministry of Health and Family Welfare, Bangladesh Secretariat, Dhaka.
22.	Eligibility of Tenderer	Tenderer shall have the legal capacity to enter into the

			contract under the Applicable Law. <ul style="list-style-type: none"> • Tenderer shall have enrolled in the relevant professional or trade organizations registered in Bangladesh. • Tenderer shall have fulfilled its obligations to pay taxes under the provisions of laws and regulations of Bangladesh 		
23	Brief description of services		Supply of 09 (nine) out sourced manpower i.e. (i) Office Assistant Cum Computer Operator-3, (ii) Vehicle Driver-3 and (iii) Office Shahayak-3.		
25	Price of Tender Document		BDT 1,000/= (One thousand)		
	Package No	Identification of Package	Location	Tender Security Amount (Tk.)	Completion Time in Weeks/Months
	SP-01	45.131.011.00.00.42.2 018-02	Dhaka	BDT 1,75,000/= (One Lac Seventy Five Thousand Only)	36 months
PROCURING ENTITY DETAILS					
30	Name of Official Inviting Tender		Mashiur Rahman		
31	Designation of Official Inviting Tender		Additional Secretary (FMA) & Line Director, Improved Financial Management		
32	Address of Official Inviting Tender		Building#3, Room # 324, Health Services Division, Bangladesh Secretariat, Dhaka.		
33	Contact details of Official Inviting Tender		Tel: 02-9545706, Email : fmaumohfw@gmail.com		
34	I. The tenderer should follow all the required provision and Forms of Standard Tender Document (STD). II. The procuring Entity reserves the right to reject all the Tenders or annul the Tender Proceedings.				


 Mashiur Rahman
 Additional Secretary (FMA) &
 Line Director, Improved Financial Management
 Health Services Division
 Ministry of Health and Family Welfare
 Bangladesh Secretariat, Dhaka.

