



Office of the Director (P & D)
Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

Invitation Ref No. DUET/P&D/OTM /GR-20 (2024-25)/99; Date: 07/10/2024

Invitation for Tender

1	Ministry/Division	Ministry of Education			
2	Agency	Dhaka University of Engineering & Technology (DUET), Gazipur			
3	Procuring Entity Name	Director (Planning & Development), DUET, Gazipur			
4	Procuring Entity District	Gazipur			
5	Invitation for	Goods			
6	Invitation Ref No. & Date:	DUET/P&D/OTM /GR-20 (2024-25)/99 ; Date: 07 /10/2024			
KEY INFORMATION					
7	Procurement Method	Open Tendering Method (OTM)			
FUNDING INFORMATION					
8	Budget and Source of Funds	Revenue Budget (GoB)			
PARTICULAR INFORMATION					
9	Tender Package No.	GR-20 (2024-25)			
10	Tender Package Name	Supply of stationery items and miscellaneous goods for admission test of DUET, Gazipur			
11	Tender Publication Date	08/10/2024			
12	Tender Last Selling Date	22/10/2024			
		Date	Time		
13	Tender Closing Date and Time	23/10/2024	11.00 AM		
14	Tender Opening Date and Time	23/10/2024	11.15 AM		
NO CONDITIONS APPLY FOR SALE, PURCHASE OR DISTRIBUTION OF TENDER DOCUMENTS					
15	Name & Address of the office(s)	Address			
	Selling Tender Document (Principal)	Comptroller Office, DUET, Gazipur			
	Receiving Tender Document	Director (Planning & Development) Office, DUET, Gazipur			
	Opening Tender Document				
16	Pre-Tender Meeting (Place/Date/Time)	Office of the Director (P&D) 20/10/2024 at 11.00AM			
INFORMATION FOR TENDERER					
17	Brief Eligibility and Qualification of Tenderer	All legally Registered National Competitive Tenderer (NCT).			
18	Brief Description of Goods	Stationery and miscellaneous items. Details in the tender documents.			
19	Brief Description of Related Services	Details in section 6			
20	Price of Tender Document (Tk.)	1000.00 (Tk. One Thousand Only)			
21	Lot No	Identification of Lot	Location	Tender Security Amount (Tk)	Completion Time
		Supply of stationery items and miscellaneous goods for Admission test of DUET, Gazipur	DUET Campus	Tk.6,000.00	07 days
22	Name of Official Inviting Tender	Prof. Dr. Md. Showkat Osman			
23	Designation of Official Inviting Tender	Director (Planning & Development)			
24	Address of Official Inviting Tender	Director (Planning & Development) Office, DUET, Gazipur-1707			
25	Tender/Proposal Security in favor of	Tenderer has to be furnish Tender security in the form of Bank Draft or Pay Order or Unconditional Bank Guarantee issued by any schedule bank in Bangladesh in favor of “Vice Chancellor, Dhaka University of Engineering & Technology, Gazipur” and its validity up to 30/12/2024			
26	Tender/Proposal Valid Up to	30/11/2024			
27	Contact details of Official Inviting Tender	Address : Director (Planning & Development) Office, DUET, Gazipur-1707 Tel: 49274034-53; Extn:1051,1053,1055,1057,1059; facsimile : +88-02-49274003 E-mail : directorpnd211@gmail.com; Website : www.duet.ac.bd			
28	The Procuring Entity reserves the right to reject all the Tenders or annul the Tender proceedings				

Prof. Dr. Md. Showkat Osman
Director (P&D)