



Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

Office of the Director (Planning & Development)

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 Code		Not used at present		
5	Procuring Entity District		Gazipur		
6	Invitation for		Procurement of Non-Consulting Service (Outsourcing Service)		
7	Invitation Ref No. & Date:		DUET/P&D/OTM/PSN-03(2024-25)/857; Date: 06/05/2025		
KEY INFORMATION					
8	Procurement Method		Open Tendering Method (OTM)		
FUNDING INFORMATION					
9	Budget and Source of Funds		Revenue Budget (GoB)		
PARTICULAR INFORMATION					
10	Tender Package No.		PSN-3 (Non-Consulting Service of Outsourcing) (2024-25)		
11	Tender Package Name		Supply of the Security Guard with supervisor, Gardener and Cleaner through Outsourcing for the DUET, Gazipur.		
12	Tender Publication Date		08/05/2025		
13	Tender Last Selling Date		26/05/2025		
14	Tender Closing Date and Time		27/05/2025	11.00 AM	
15	Tender Opening Date and Time		27/05/2025	11.15 AM	
NO CONDITIONS APPLY FOR THE SALE, PURCHASE, OR DISTRIBUTION OF TENDER DOCUMENTS					
16	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				
17	Pre-Tender Meeting (Place/Date/Time)		Office of the Director (P&D) 15/05/2025 at 11.00AM		
INFORMATION FOR TENDERER					
18	Brief Eligibility and Qualification of Tenderer		All legally Registered National Competitive Tenderer (NCT). Including a) Tenderer shall have the legal capacity to enter into the contract under the applicable law b) Tenderer shall be enrolled in the relevant professional or trade organizations registered in Bangladesh c) Tenderer shall have fulfilled its obligations to pay taxes under the provisions of laws and regulations of Bangladesh.		
19	Brief Description of Goods		Supply of the Security Guard with supervisor, Gardener and Cleaner through Outsourcing for the DUET, Gazipur. Details in the tender documents.		
20	Brief Description of Related Services		Details in section 6		
21	Price of Tender Document (Tk.)		2000.00 (Tk. Two Thousand Only)		
22	Lot No	Identification of Lot	Location	Tender Security Amount (Tk)	Completion Time
	1	Supply of the Security Guard with supervisor, Gardener and Cleaner through Outsourcing for the DUET, Gazipur.	DUET Campus	TK. 200,000.00	12 Months
23	Name, Designation, and Address of Official Inviting Tender		Prof. Dr. Md. Showkat Osman, Director (Planning & Development) Office, DUET, Gazipur-1707		
24	Tender/Proposal Security in favor of		Tenderer has to furnish Tender security in the form of a Bank Draft or Pay Order Unconditional Bank Guarantee issued by any scheduled bank in Bangladesh in favor of “Vice Chancellor, Dhaka University of Engineering & Technology, Gazipur” and its validity up to 30/08/2025		
25	Tender/Proposal Valid Up to		30/06/2025		
26	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		
27	The Procuring Entity reserves the right to reject all the Tenders or annul the Tender proceedings				

Prof. Dr. Md. Showkat Osman

Director (P&D), DUET