



Dhaka University of Engineering & Technology, Gazipur
Gazipur-1707

“শিক্ষা নিয়ে গড়ব দেশ
শেখ হাসিনার বাংলাদেশ”

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 (Rental Service)			
7	Invitation Ref No. & Date:	নথি নম্বর: ৩৭.০১.৩৩০৪.২১০.০৭.০০৭.২৪/৩৮৬; Date: ১৬/০১/২০২৪			
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-1 (Non-Consulting Service)			
11	Tender Package Name	Rental Service: Hiring of Sedan Car (Body) with skilled Driver for DUET, Gazipur.			
12	Tender Publication Date	17/01/2024			
13	Tender Last Selling Date	31/01/2024			
14	Tender Closing Date and Time	01/02/2024	11.00 AM		
15	Tender Opening Date and Time	01/02/2024	11.30 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) 25/01/2024 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	Rental Service: Hiring of Sedan Car (Body) with skilled Driver for DUET, Gazipur			
20	Brief Description of Related Services	Details in section 6			
21	Price of Tender Document (Tk.)	1000.00 (Tk. One Thousand Only)			
22	Lot No	Identification of Lot	Location	Tender Security Amount (Tk)	Completion Time The contract will be preliminary executed for up to 30 June 2024. The contract may be extended for a further period subject to satisfactory performance of the service provider.
		Rental Service: Hiring of Sedan Car (Body) with skilled Driver for DUET, Gazipur.	DUET Campus	TK. 20,000.00	
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 30/06/2024			
25	Tender/Proposal Valid Up to	30/05/2024			
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