# Invitation for Tender for Hiring of Cleaning and Security Services

<table>
<thead>
<tr>
<th><strong>1. Name Ministry/Division</strong></th>
<th>Ministry of Health &amp; Family Welfare</th>
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<tbody>
<tr>
<td><strong>2. Procuring Entity</strong></td>
<td>icddr,b</td>
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<td><strong>3. Invitation for Tender</strong></td>
<td>Services</td>
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<tr>
<td><strong>4. Invitation Ref No</strong></td>
<td>icddr.b/SCM/GoB/OTM/Pkg-003 &amp; 004/2022-23</td>
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<td><strong>5. Date</strong></td>
<td>30-03-2023</td>
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## FUNDING INFORMATION

6. Procurement Method: Open Tendering Method (National)

7. Budget and Source of Funds: Revenue Budget and Government of Bangladesh

8. Development Partners (if applicable): N/A

## PARTICULAR INFORMATION

<table>
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<tr>
<th><strong>9. Tender Package No.</strong></th>
<th>Pkg-003 &amp; Pkg-004</th>
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<tbody>
<tr>
<td><strong>10. Tender Package Name</strong></td>
<td>Procurement of Cleaning Services</td>
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<tr>
<td></td>
<td>Procurement of Security Services</td>
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### Invitation Information

#### Tender Publication Date
- Date: 30-03-2023
- Time: 10:00 AM to 01:00 PM all working days

#### Last Date of Selling Tender Document
- Date: 27-04-2023
- Time: 10:00 AM to 01:00 PM all working days

#### Tender Closing Date and Time
- Date: 30-04-2023
- Time: 12:00 PM (Pkg-03)

#### Tender Opening Date and Time
- Date: 30-04-2023
- Time: 12:30 PM (Pkg-03) & 02:30 PM (Pkg-04)

#### Seller Tender Document

**Address**: Finance Office, Main Building, Level-4, icddr.b, Mohakhali, Dhaka-1212. Interested bidders are requested to deposit the price of each set Tender Document i.e. BDT 5,000.00 to the Account Name: "icddr.b" Account No. 0200002442981, Agrani Bank Ltd., icddr.b Branch and submit original Customer Copy to Finance Office while collecting the Tender Document within the stipulated time. Please bring NID card while collecting tender documents and participating in the pre-bid meeting.

#### Place / Date / Time of Pre-Tender Meeting

- **FMS Meeting Room, Chiller Building (3rd Floor), icddr.b, Mohakhali, Dhaka-1212.**
- **Date**: April 05, 2023
- **Time**: 10:30 AM - 11:30 AM (Pkg-03)
- **Date**: April 06, 2023
- **Time**: 10:30 AM - 11:30 AM (Pkg-04)

## INFORMATION FOR TENDERER

17. **Brief Eligibility and Qualification of Tenderer**

- **General Experience**
  - Pkg-3: 7 years
  - Pkg-4: 7 years
- **Specific Experience**
  - Pkg-3: 5 years
  - Pkg-4: 5 years
- **Liquidity**
  - Pkg-3: 4 core
  - Pkg-4: 4 core

18. **Brief Description of Services**

- Pkg-03: Procurement of Cleaning Services
- Pkg-04: Procurement of Security Services

19. **Brief Description of Related Services**

- Cleaning and Security Services

20. **Price of Tender Document (Tk)**

- Tender Security (BDT): BDT 5,000/- per schedule (non-refundable)
- Tender Document Security (BDT): BDT 12,000/- against each package
- Completion Time in Months: Framework contract for 24 months

## PROCUREMENT ENTITY DETAILS

21. **Identification of Schedule**

- **Pkg-3**: Procurement of Cleaning Services
  - icddr.b
  - 68 Shaheed Tajuddin Ahmed Sharani, Mohakhali, Dhaka 1212
  - 12,000/- against each package
- **Pkg-4**: Procurement of Security Services

22. **Name of Official Inviting Tender**

- Mirza Muhammad Masud Rana

23. **Designation of Official Inviting Tender**

- Senior Manager, Supply Chain Management

24. **Address of Official Inviting Tender**

- 68, Shaheed Tajuddin Ahmed Sarani, icddr.b, Mohakhali, Dhaka-1212

25. **Contact details of Official Inviting Tender**

- 02-22227001-10; 16340
- e-mail: rfp@icddr.b.org

26. **The Procuring entity reserves the right to reject all Tenders or annul the Tender proceedings.**

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Sd/-
Senior Manager, Supply Chain Management
icddr.b, Mohakhali, Dhaka-1212