


Civil Aviation Authority of Bangladesh

Administration Division

Head Quarters, Kurmitola, Dhaka-1229

Invitation for Tender

1	Ministry/Division	Ministry of Civil Aviation and Tourism .		
2	Agency	Civil Aviation Authority of Bangladesh (CAAB) .		
3	Procuring Entity Name	Director (Administration).		
4	Procuring Entity Code	N/A		
5	Procuring Entity District	Dhaka.		
6	Invitation for	Cleaning Service for CAAB Residential Area at Dhaka.		
7	Invitation Ref No	No-30.31.0000.211.01.022.21-8773		
8	Date of Approval	25/04/2021		
KEY INFORMATION				
9	Procurement Method	Single Stage Two Envelope		
FUNDING INFORMATION				
10	Budget and Source of Funds	CAAB's own Fund		
11	Development Partners	N/A		
PARTICULAR INFORMATION				
12	Project/Programme Code (if applicable)	N/A		
13	Project/Programme Name (if applicable)	Cleaning Service for CAAB Residential Area at Dhaka.		
14	Tender No.	Admin-01/2021-2022		
15	Tender Publication Date	03/08/2021		
16	Tender Last Selling Date and Time	25/08/2021		
17	Tender Closing Date and Time	26/08/2021	12:00 Noon	
18	Tender Opening Date and Time	26/08/2021	12:15 PM in the presence of Tenderers of their authorized representatives (if any)	
19	Tender Document Selling Office address	Cash Section of Director (Finance), CAAB HQ, Dhaka.		
20	Receiving Tender Document	Director (Admin).CAAB, H.Q, Kurmitola, Dhaka.		
21	Opening Tender Document	Director (Admin).CAAB, H.Q, Kurmitola, Dhaka.		
INFORMATION FOR TENDERER				
22	Eligibility of Tenderer (Documented evidence must be submitted)	Tenderers shall have the following minimum level of experience to qualify for the performance of the non-Consultant Service under the contract: i. The minimum number of years of general experience of the Tenderer in contracting industries in public sector as Prime Contractor/Sub Contractor/Management Contractor shall be 5 (Five) years. [Relevant Document must be submitted] ii. The minimum specific experience as a Prime Contractor in providing non-Consultant Service of at least 01(One) contract of similar nature, complexity and methods/technology completed over a period of 5 (Five) years each with a value of at least of Tk. 58 Lac shall be required. [Relevant Document must be submitted] iii. The required average annual turnover of the Tenderer shall be at least of the amount of Tk. 30 Lac in the best 3(three) years of the last 5(five) years. (Relevant document from BANK to be submitted) [Statement(s) of Receipts, from any scheduled Bank of Bangladesh, issued not earlier than twenty eight (28) days prior to the day of the original deadline for submission of Tenders]. iv. The minimum amount of liquid assets i.e. working capital or credit line(s) of the Tenderer shall be Tk. 40 Lac (Document must be submitted as per Form PSN-5).		
23	Brief Description of Services	Cleaning Service for CAAB Residential Area at Dhaka for 1(one) year from the date of Contact Signing.		
24	Brief Description of Related Services	Not Applicable		
25	Price of Tender Document (Tk)	2000.00 (Two Thousand Taka only) Non refundable (15% Vat)		
	Lot No	Identification of Lot	Location	Tender Security Amount (Tk)
	01	Cleaning Service for CAAB Residential Area at Dhaka.	CAAB Residential Area at Dhaka	3,00,000/- (Three Lac) Refundable
				Completion Time
				01(One) year from the date of commencement of services.
26	Name of Official Inviting Tender	Director (Administration), CAAB, H.Q, Kurmitola, Dhaka.		
27	Designation of Official Inviting Tender	Director (Administration).		
28	Address of Official Inviting Tender	Director (Administration), CAAB, Head Quarter, Kurmitola, Dhaka.		
29	Contact details of Official Inviting Tender	Tel. No. 8901412	Fax No. 8901411	e-mail : dadmin@caab.gov.bd
30	The procuring entity reserves the right to accept or reject any or all the tenders thereof.			
31	Other Terms & conditions: (a) The Tenderer Shall have to apply for schedule on their letter head pad. (b) The Tenderer shall have to submit in proper seal with name of service on the top of the envelop. (c) All the terms and conditions of tender document will be applicable. (d) The authority reserves the right to accept, cancel partly or whole of the tender without assigning any reason. (e) Any defaulter contractor of CAAB will not be eligible to participate in the tender competition. (f) for any unavoidable reason, if tender document cannot be opened on the scheduled date, the said will be opened on the next working date.			


 Director (Admin)
 CAAB, H.Q, Kurmitola, Dhaka.