



Government of the People's Republic of Bangladesh
Ministry of Labour and Employment
Department of Inspection for Factories and Establishments
(Administration Wing)
Shromo Bhaban, 196, Shaheed Syed Nazrul Islam Sarani,
Bijoy Nagar, Dhaka-1000
www.dife.gov.bd


Invitation For Tender

Memo no: **40.01.0000.101.99.005.21-740**

Date: 04 March 2024

01.	Ministry/Division	Ministry of Labour and Employment
02.	Agency	Department of Inspection for Factories & Establishments (DIFE)
03.	Procuring Entity Name	Department of Inspection for Factories & Establishments (DIFE)
04.	Procuring Entity District	Dhaka
05.	Invitation For	Event Managements Service for National Occupational Safety & Health Day 2024 (Non-consulting service)
06.	Issued Date	04 March 2024
07.	Invitation Ref. No.	40.01.0000.101.99.005.21-740
08.	Tender Publication Date	05 March 2024
09.	Procurement Method	Open Tendering Method (OTM)
10.	Budget and Source of Funds	Revenue Budget (GOB)
11.	Project Name	N/A
12.	Tender Package No.	23
13.	Tender Package Name	Event Managements Service for National Occupational Safety & Health Day 2024
14.	Tender Document Last Selling	18 March 2024 (During Office Hours)
15.	Tender Closing Date and Time	19 March 2024 at 12:00 PM (During Office Hours)
16.	Tender Opening Date and Time	19 March 2024 at 12:10 PM
17.	Name and Address of the Office Selling/Receiving & Opening of the Tender Document	Department of Inspection for Factories & Establishments, Shromo Bhaban (10 th Floor), Bijoy Nagar, Dhaka-1000.
18.	Eligibility of Tenderer	The Tenderer- Shall be reputed service provider with updated Trade License, VAT Registration and IT certificate. The minimum number of years of general experience of the Tenderer in contracting industries in public sector as Prime Contractor shall be 5 (five) years.

		The minimum specific experience as a Prime Contractor in providing non-Consultant Service (Event Management) of at least ONE contract of similar nature in Government sector, complexity and methods completed over a period of three (3) years each with a value of at least of Tk 50.00 Lac (Taka Fifty Lac) shall be required. Shall meet others Eligibility and Qualification criteria outlined in the tender documents.
19	Brief Description of Service	Event Managements Service for National Occupational Safety & Health Day 2024 (Details in tender documents).
20	Price of Tender Document	Tk. 1,000/- (One Thousand taka Only) [non-refundable]
21	Tender Security	The amount of the Tender Security shall be Tk. 118000/- (One Lac Eighteen Thousand taka only) in favour of Drawing & Disbursing Officer , Department of Inspection for Factories & Establishments
22	Name of Official Inviting Tender	Md. Bulbul Ahmed (On behalf of procurement entity)
23	Designation of Official Inviting Tender	Joint Inspector General (Administration)
24	Address of Official Inviting	Department of Inspection for Factories & Establishments Shromo Bhaban (10 th Floor), Bijoy Nagar, Dhaka-1000.
25	Contact Details of Official inviting Tender	Phone: +8802226664206 E-mail: jig.admin@dife.gov.bd
26	The procuring entity reserves the right to accept or reject any or all tenders without any reason.	


(Md. Bulbul Ahmed)
Joint Inspector General
(Administration wing)

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Copy for kind information/necessary action:

1. IG, DIFE, Shromo Bhaban, Bijoy Nagar, Dhaka-1000 (For kind information).
2. Manager, Advertisement, দৈনিক জনকণ্ঠ
3. Manager, Advertisement, দৈনিক বাংলাদেশ প্রতিদিন
4. Manager, Advertisement, The Daily Observer
5. ICT cell, DIFE (For publishing in the DIFE website).
6. Office Copy.