

**Government of the People's Republic of Bangladesh**  
Office of the Chief Controller of Imports and Exports (CCI&E)  
NSC Tower (Level-15), 62/3, Purana Paltan, Dhaka-1000.  
[www.ccie.gov.bd](http://www.ccie.gov.bd)

<b>Invitation for Tenders</b>		
1.	Ministry/Division	Ministry of Commerce
2.	Agency	Office of the Chief Controller of Imports and Exports (CCI&E)
3.	Name of Procuring Entity	CCI&E
4.	Procuring Entity Code	Not Applicable
5.	Procuring Entity District	Dhaka
6.	Invitation for	Procurement of Outsourcing Manpower (Driver, Cleaner & Security Guard) from Service Provider for CCI&E.
7.	Invitation Ref. No.	26.03.0000.002.56.003.23.1610
8.	Date	21-06-2023
<b>KEY INFORMATION</b>		
9.	Procurement Method	<b>Open Tendering Method (OTM)</b> (Technical & Financial envelope shall be submitted separately in an outer envelope)
<b>FUNDING INFORMATION</b>		
10.	Budget and Source of Funds	GOB
<b>PARTICULAR INFORMATIONS</b>		
11.	Tender Package No.	Single
12.	Tender Package Name	Procurement of Outsourcing Manpower (Driver, Cleaner & Security Guard) from Service Provider for CCI&E.
13.	Tender Publication Date	21-06-2023
14.	Tender Selling Date	From 25-06-2023 to 12-07-2023 (During Office Hour)
15.	Tender Closing Date and Time	13-07-2023 at 12:00 PM
16.	Tender Opening Date and Time	13-07-2023 at 12:30 PM
17.	Name & Address of the Office Selling Tender Document	Md. Obeidullah, Assistant Controller, Office of the Controller of Imports & Exports, Dhaka. Level-14, National Sports Council (NSC) Bhaban, 62/3 Purana Paltan, Dhaka-1000.
18.	Name & Address of the Office Receiving Tender Document	Office of the Chief Controller of Imports & Exports, Dhaka. Level-15, National Sports Council (NSC) Bhaban, 62/3, Purana Paltan, Dhaka-1000.
19.	Name & Address of the Office Opening Tender Document	Conference Room, Office of the Chief Controller of Imports & Exports, Dhaka. Level-14, National Sports Council (NSC) Bhaban, 62/3, Purana Paltan, Dhaka-1000.



<b>INFORMATION FOR TENDERER</b>				
20.	Eligibility of Tenderer	As per Tender Document.		
21.	Brief Description of Services	The service provider shall provide outsourcing manpower to ensure satisfactory routine works according to CCI&E authority in different premises/locations.		
22.	Price of Tender Document (Tk.)	Tk. 1000/- (Taka One Thousand Only) for each (Non-Refundable).		
23.	Identification of Package	Location	Tender Security Amount (Tk.)	Completion Time in Weeks/Months
	26.03.0000.002.56.003.23.1610	Dhaka	Tk. 60,000/- (Taka Sixty Thousand Only)	12 (Twelve) months from the effective date.
<b>PROCURING ENTITY DETAILS</b>				
24.	Name of the Official Inviting Tender	Md. Obeidullah		
25.	Designation of the Official Inviting Tender	Assistant Controller		
26.	Address of the Official Inviting Tender	Office of the Controller of Imports & Exports (CCI&E), National Sports Council (NSC) Bhaban, Level-14, 62/3 Purana Paltan, Dhaka-1000.		
27.	Contact Details of the Official Inviting Tender	E-mail: ac3.dhaka@ccie.gov.bd Phone: 02-41050221		
28.	If the tender cannot be received and opened due to any unavoidable circumstances or holiday on schedule date and time, the same shall be received and opened at the same venue and time on the subsequent working day.			
29.	The procuring entity reserves the right to reject any or all the Tenders or annul the Tender Proceedings.			



(Md. Obeidullah)  
Assistant Controller  
Procuring Entity  
E-mail: ac3.dhaka@ccie.gov.bd  
Phone: 02-41050221