

ED (MMS)-518
08/10/25



Government of the People's Republic of Bangladesh
Chief Adviser's Office
Bangladesh Export Processing Zones Authority
Uttara Export Processing Zone
Shangalshi, Nilphamari-5300
www.bepza.gov.bd



No.03.06.7364.307.07.018.25/347

Date: 06 October 2025

Invitation for Tender

No.02 /2025-2026

Sealed Tenders are hereby invited from the eligible contractors for the following goods & related service as per terms & conditions stated below:

1	Ministry/Division	Chief Adviser's Office
2	Agency	Bangladesh Export Processing Zones Authority (BEPZA)
3	Procuring Entity Name	Uttara Export Processing Zone
4	Procuring Entity District	Nilphamari
5	Invitation for	Open Tendering Method (OTM)
6	Invitation Ref. no and Date	03.06.7364.307.07.018.25/ 347 , Date: 06 October 2025
KEY INFORMATION		
7	Procurement Method	Open Tendering Method (OTM) (Frame Work)
FUNDING INFORMATION		
8	Budget and Source of Funds	Self Finance of BEPZA
9	Development Partners (If applicable)	Not applicable
PARTICULAR INFORMATION		
10	Project/Programme Code (If applicable)	Not applicable
11	Project/Programme Name (If applicable)	Not applicable
12	Tender Package No	Not applicable
13	Tender Package Name	Not applicable
14	Tender Publication Date	On or before 13 October 2025
15	Tender Last Selling Date	02 November 2025 During office hour
16	Tender Closing Date & Time	03 November 2025 at 12:00 PM
17	Tender Opening Date & Time	03 November 2025 at 12.30 PM
18	Name & Address of the Offices	
	Selling of Tender Document (Principal)	i) Accounts Section, Uttara EPZ, Nilphamari
	Selling of Tender Document (Others)	ii) Accounts Section, BEPZA, BEPZA Complex, House No # 19/D, Road # 06, Dhanmondi, Dhaka-1205.
	Receiving of Tender Document	Office room of the Deputy Director (Admin), Uttara EPZ, Shangalshi, Nilphamari.
	Opening of Tender Document	Office room of the Deputy Director (Admin), Uttara EPZ, Shangalshi, Nilphamari.
19	Place/Date/Time of Pre-Tender meeting	Not Applicable
INFORMATION FOR TENDERER		
20	Eligibility and Qualification of Tenderer	The invitation for tender is open to all eligible tenderers who satisfy the following: a) The tenderer shall have a minimum of 05 (Five) years of overall experience in the supply of Goods and related service. b) The minimum specific experience as a Prime Contractor in providing at least one contracts of similar nature completed in Govt./Semi-Govt./Autonomous bodies over a period of last 05 (Five) years with a value of at least 7.00 (Seven) lakhs. c) The minimum amount of liquid assets or working capital or credit line of the Tender shall be Tk. 8.00 (Eight) lakhs. d) Black listed/debarred bidders from any Govt./Semi-Govt. Autonomous organizations will be treated as ineligible to participate in the Tender. e) Tenderer have to submit: (1) Up-to-date Trade license, (2) Up-to-date Income Tax Clearance Certificate, (3) Up-to-date VAT Registration Certificate,



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			(4) Tender purchasing money receipt (Original), (5) Other required documents and conditions shown in tender Data Sheet (TDS) of tender documents must be submitted and fulfilled by the tender. f) Experience Certificate issued by any officer having rank & status not below the Executive Engineer or equivalent officer of a Govt./Semi-Govt./Autonomous Bodies. g) All other criteria will be taken according to the Public Procurement Rules- 2025 and its amendments.		
21	Brief description of related works		Supply of Bakeries, Grocery & Other Food Items under the Framework Contract for 01 (one) year at Uttara EPZ, Shangalshi, Nilphamari.		
22	Tender documents price		Tk. 1000.00 (Taka one thousand only) (Non-Refundable)		
23	SN	Types of Goods & Service	Location	Tender Security Amount (in favor of BEPZA)	Completion Time
	1.	Supply of Bakeries, Groceries & Other Food Items under the Framework Contract for 01 (one) year at Uttara EPZ, Shangalshi, Nilphamari	Uttara EPZ, Nilphamari.	Tk. 26,000.00 (Tk. Twenty six thousand only)	1(One) year from the day of contract signing.
PROCURING ENTITY DETAILS					
24	Name of Official Inviting Tender		Md. Anowar Hossain		
25	Designation of Official Inviting Tender		Deputy Director (Admin), Uttara Export Processing Zone, Nilphamari		
26	Address of official inviting Tender		Uttara EPZ, Shangalshi, Nilphamari.		
27	Contract details of Official Inviting Tender		Phone: 02589960304 E-mail : dd.admin.uepz@bepza.gov.bd		
28	Special Instruction:				
	a)	Eligible tenderer/manufacturer/suppliers/firms/authorized representative may purchase tender documents from the offices mentioned in Sl no-18 on submitting written request in their Letter Head Pad.			
	b)	Any false, forged, fabricated and misleading documents furnished by Tenderer shall result in rejection of the tender.			
	c)	In case of any confusion arises due to printing mistakes or other reason the Public Procurement Rules-2025 will be governed.			
	d)	Tender should be submitted original along with duplicate copy and it should be mentioned on the cover sheet.			
	e)	Tender shall be valid for a period of 90 (ninety) days from the date of opening the Tender. The tender notice is also available at web site: www.bepza.gov.bd of BEPZA.			
29	The procuring entity reserves the right to accept any or reject all the Tenders or annul the Tender Proceedings.				

Sd/-
(Md. Anowar Hossain)
Deputy Director (Admin)
Phone: 02589960304
Email: dd.admin.uepz@bepza.gov.bd

Copy to:

1. Executive Director (PR), BEPZA, Dhaka- He is requested to publish the Invitation for Tender Notice in widely circulated daily newspaper (One English & One Bengali) on or before 13 October 2025 (enclosed 09 (Nine) copies of original Tender Notice).
- ✓ 2. Executive Director (MIS), BEPZA, Dhaka. He is requested to publish the Invitation for Tender Notice in BEPZA's website on or before 13 October 2025.
3. PS to Executive Chairman, BEPZA, Dhaka.
4. Sr. Executive Engineer (Civil), Uttara EPZ.
5. Director (Accounts), Uttara EPZ-He is requested to kindly arrange for selling of tender documents as per tender notice.
6. Executive Engineer (Electrical), Uttara EPZ.
7. Assistant Director (Admin), Uttara EPZ.
8. CO to Member (Engineer/Finance), BEPZA, Dhaka.
9. ACO to Executive Director (Admin), BEPZA, Dhaka.
10. ACO to Executive Director, Uttara EPZ.
11. Notice Board, Uttara EPZ.
12. File.

2/Mw.
06.10.2025
Deputy Director (Admin)
Sd/-

CO
to
BEPZA