

Civil Aviation Authority of Bangladesh
Administration Division
HQ, M.T. Pool, 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 (Admin)		
4	Procuring Entity District	Dhaka.		
5	Invitation for	সদর দপ্তর এমটিপুলের নিয়মিত যানবাহন মেরামত ও রক্ষণাবেক্ষণ কাজ চলমান রাখার স্বার্থে আউটসোর্সিং প্রক্রিয়ায় জনবল সরবরাহ।		
6	Invitation Ref No & Date	No-30.31.0000.201.08.031.25/248; Date: 09/02/2025		
KEY INFORMATION				
7	Procurement Method	Open Tendering Method (OTM)		
FUNDING INFORMATION				
8	Budget and Source of Funds	CAAB's own Fund		
9	Development Partners	N/A		
PARTICULAR INFORMATION				
10	Project/Programme Name	সদর দপ্তর এমটিপুলের নিয়মিত যানবাহন মেরামত ও রক্ষণাবেক্ষণ কাজ চলমান রাখার স্বার্থে আউটসোর্সিং প্রক্রিয়ায় জনবল সরবরাহ।		
11	Tender No.	HQ. MT. Pool/02/2024-2025		
12	Tender Publication Date	27/02/2025		
13	Tender Last Selling Date and Time	16/04/2025		
14	Tender Closing Date and Time	17/04/2025	12:00 PM	
15	Tender Opening Date and Time	17/04/2025	12:15 PM in the presence of Tenderers of their authorized representatives (if any)	
16	Tender Document Selling Office address	Cash Section of Director (Finance), Level-7, CAAB HQ, Dhaka.		
17	Receiving Tender Document	Director (Admin), Level-5, CAAB, HQ, Kurmitola, Dhaka.		
18	Opening Tender Document	Director (Admin), Level-5, CAAB, HQ, Kurmitola, Dhaka.		
INFORMATION FOR TENDERER				
19	Eligibility of Tenderer (Documented evidence must be submitted)	<p>Tenderers shall have the following minimum level of experience to qualify for the performance of the non-Consultant Service under the contract:</p> <ol style="list-style-type: none"> 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] 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. 15,00,000/- (Fifteen Lac) shall be required. [Relevant Document must be submitted] The required average annual turnover of the Tenderer shall be at least of the amount of Tk. 28,00,000/- (Twenty Eight Lac) in the last 3(three) 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]. The minimum amount of liquid assets i.e. working capital or credit line(s) of the Tenderer shall be Tk. 23,00,000/- (Twenty Three Lac) (Document must be submitted as per Form PSN-5). 		
20	Brief Description of Services	সদর দপ্তর এমটিপুলের নিয়মিত যানবাহন মেরামত ও রক্ষণাবেক্ষণ কাজ চলমান রাখার স্বার্থে আউটসোর্সিং প্রক্রিয়ায় জনবল সরবরাহ।		
21	Price of Tender Document (Tk)	2000.00 (Two Thousand Taka only) Nonrefundable (15% VAT)		
	Lot No	Identification of Lot	Location	Tender Security Amount (Tk)
	01	সদর দপ্তর এমটিপুলের নিয়মিত যানবাহন মেরামত ও রক্ষণাবেক্ষণ কাজ চলমান রাখার স্বার্থে আউটসোর্সিং প্রক্রিয়ায় জনবল সরবরাহ।	CAAB HQ MT Pool Area at Dhaka	50,000/- (Fifty Thousand) Refundable
				Completion Time
				01(One) year from the date of commencement of services.
22	Name of Official Inviting Tender	Director (Admin), CAAB, H.Q, Kurmitola, Dhaka.		
23	Designation of Official Inviting Tender	Director (Admin).		
24	Address of Official Inviting Tender	Director (Admin), CAAB, HQ, Kurmitola, Dhaka.		
25	Contact details of Official Inviting Tender	Tel. No. 41091051	e-mail : dadmin@caab.gov.bd	
26	The procuring entity reserves the right to accept or reject any or all the tenders thereof.			
27	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, HQ, Kurmitola, Dhaka.

