

**Government of the People's Republic of Bangladesh**  
**Department of Disaster Management**  
**Disaster Management Bhaban,**  
**92-93, Mohakhali C/A, Dhaka-1212, Bangladesh.**  
**Website: [www.ddm.gov.bd](http://www.ddm.gov.bd)**

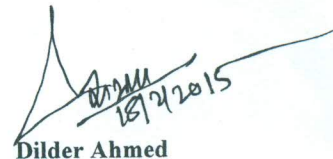
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Date: 18/02//2015

## Invitation for Appointment of C&F Agent

1	Ministry/Division	Ministry of Disaster Management and Relief
2	Agency	Department of Disaster Management
3	Procuring entity name	Project Director, ECRRP-D1, DDM
4	Procuring entity code	N/A
5	Procuring entity District	Dhaka
6	Invitation for	Appointment of C&F Agent.
7	Invitation Ref. No.	
8	Date	
<b>KEY INFORMATION</b>		
9	Procurement method	<b>Open Tender Method (OTM) / National Competitive Bid (NCB)</b>
<b>FUNDING INFORMATION</b>		
10	Budget and source of funds	IDA
11	Development Partners	World Bank
<b>PARTICULAR INFORMATION</b>		
12	Project/programme code (if applicable)	N/A
13	Project/programme name (if applicable)	Emergency 2007 Cyclone Recovery and Restoration Project (ECRRP), Sub-component D1: Disaster Risk Mitigation and Reduction
14	Tender package No.	
15	Tender package name	<b>Appointment of C&amp;F Agent</b>
16	Tender publication date	February 22, 2015
17	Tender Last Selling Date	<b>March 15, 2015 up to 5:00 PM</b>
		<b>Date</b>   <b>Time</b>
18	Tender Submission Date and Time	<b>March 16, 2015 by 02.00 pm</b>
19	Tender opening date and time	<b>March 16, 2015 by 02.30 pm</b>
20	Name and address of the office(s)	Address
	Selling Tender Document	Department of Disaster Management (DDM), Disaster Management Bhaban (4 <sup>th</sup> floor) Room No. 506, 92-93 (4th Floor), Mohakhali C/A, Dhaka-1212, Bangladesh.
	Receiving Tender Document	Department of Disaster Management (DDM), Disaster Management Bhaban (4 <sup>th</sup> floor) Room No. 507, 92-93 (4th Floor), Mohakhali C/A, Dhaka-1212, Bangladesh.
	Opening Tender Document	Department of Disaster Management (DDM), Disaster Management Bhaban (4 <sup>th</sup> floor) Room No. 507, 92-93 (4th Floor), Mohakhali C/A, Dhaka-1212, Bangladesh.
21	Place/date/time of Pre-tender Meeting (Optional)	Pre-tender meeting will not be held.
<b>INFORMATION FOR TENDERER</b>		
22	Eligibility of tenderer	The tenderer shall submit with its tender the following documents:- a) Attested copy of C&F License & Enlistment Certificate (if any). b) Experiences of C&F services at least 02 (Two) years in Govt./Semi Govt./Autonomous organizations/Private Organizations (Enlistment copy must be enclosed for reference), c) Attested copies of updated Trade license, VAT Registration & TIN Certificate, last 01 (One) year tax return duly attested by 1st Class Gazette officer/Notary Public. d) The tenderer (C&F Agent) must have current license with working

		permission in chittagong sea port & Hazrat Shahjalal International Airport (Where there is applicable on the basis of submitted offer). e) Attested copy of Bank Solvency certificate by covering Tk.25.00 (Twenty five) Lac only from any schedule Bank in Bangladesh. f) List of Manpower & Staff with this qualification & photocopy of renewal custom identity card. g) Membership Certificate from C&F Association.		
23	Brief description of works	<b>Appointment of C&amp;F Agent</b>		
24	Brief description of related services	Describe in Section 7 of Tender documents		
25	Price of tender document (BDT)	BDT 1000.00		
	Identification of package	Location	Tender security amount (Tk)	Contract Period
26	<b>Appointment of C&amp;F Agent</b>	Project Director, ECRRP, Sub-component D1, Department of Disaster Management, 92-93 (4th Floor), Mohakhali C/A, Dhaka-1212, Bangladesh.	<b>BDT 1,00,000.00</b> <b>(Taka One Lac only)</b>	<b>12 months</b>
<b>PROCURING ENTITY DETAILS</b>				
27	Name of official inviting tender	Dilder Ahmed		
28	Designation of official inviting tender	Project Director, Emergency 2007 Cyclone Recovery and Restoration Project (ECRRP), Sub-component D1		
29	Address of official inviting tender	Department of Disaster Management (DDM), Disaster Management Bhaban, Room No. 503, 92-93 (4th Floor), Mohakhali C/A, Dhaka-1212, Bangladesh.		
30	Contract details of official inviting tender	Tel. No.: 9859637, E-mail: <a href="mailto:dilder1984@gmail.com">dilder1984@gmail.com</a>		
31	a. The procuring entity reserves the right to accept or reject any or all tenders without assigning any reason. b. The provisions laid down in the "Public Procurement Act-2006" & "Public Procurement Rules-2008" shall be in compliance as prescribed in the tender documents.			

  
**Dilder Ahmed**

Director (joint Secretary) & Project Director,  
 Emergency 2007 Cyclone Recovery and Restoration Project (ECRRP), Sub-  
 component D-1,  
 Department of Disaster Management  
 Disaster Management Bhaban