



**BANGLADESH ELECTION COMMISSION**  
OFFICE OF THE REGIONAL ELECTION OFFICER  
RANGPUR REGION, RANGPUR.  
Email: reorangpur008@gmail.com, Phone: 02589962859

**INVITATION FOR TENDER (OTM)**

Memo No: 17.08.0000.000.11.001.24-777

Date: 18.11.2024

1. Ministry/Division	Election Commission Secretariat
2. Agency	Election Commission Secretariat
3. Procuring Entity Name	Regional Election Officer, Rangpur Region, Rangpur.
4. Procuring Entity District	Rangpur
5. Invitation for	Procurement of Non-Consulting Service (Physical service)
6. Invitation Ref No	17.08.0000.000.11.001.24-777; Date: 18.11.2024

**KEY INFORMATION**

7. Procurement Method	<b>OTM</b>
-----------------------	------------

**FUNDING INFORMATION**

8. Budget and Source of Funds	Revenue Budget (GOB, Outsourcing)
9. Tender Package Name	Outsourcing /01
10. Tender No	REO/RANG/NCS-1/2024
11. Tender Publication Date	18.11.2024
12. Tender Last Selling Date	04.12.2024 up to 03.00 PM
13. Tender Closing Date and Time	05.12.2024, Time: 11.00 AM
14. Tender Opening Date and Time	05.12.2024, Time: 12.00 PM
15. Name & Address of the office(s)	
Selling Tender Document (Principal)	Office of the Regional Election Officer, Rangpur Region, Rangpur.
Selling Tender Document (Others)	Senior District/District Election Offices (Rangpur/ Dinajpur/ Panchagarh/ Thakurgaon/ Nilphamari/ Lalmonirhat/ Kurigram/ Gaibandha)
Receiving Tender Document	Office of the Regional Election Officer, Rangpur Region, Rangpur.
Opening Tender Document	Office of the Regional Election Officer, Rangpur Region, Rangpur.
Place/Date/Time of Tender Meeting (Optional)	Place: Office of the Regional Election Officer, Rangpur Region, Rangpur. Date: 25/11/2024. Time: 12.00 PM

**INFORMATION FOR TENDERER**

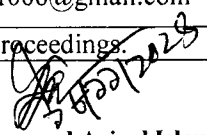
16. Eligibility of Tenderer	1. Tender shall have the legal capacity to enter into the contract under the applicable law. 2. Tenderers shall be enrolled in the relevant professional or trade organizations registered in Bangladesh. 3. Tenderers shall have to fulfil its obligation/ obligations to pay taxes under the provisions of laws and regulations of Bangladesh. 4. Detail information has been provided in the tender document. 5. Outsourcing supplier of any organization as per TDS & PCC
-----------------------------	---

17. Description of Works	Tender Prices	Tender Security	Duration
Procuring Manpower for District and Upazilla Election Offices under Regional Election Office, Rangpur Region, Rangpur. [আউটসোর্সিং প্রক্রিয়ায় সেবা গ্রহণ নীতিমালা, ২০১৮ অনুযায়ী জনবল নিয়োগ (০৬ জন গাড়ীচালক, ৫৮ জন পরিচ্ছন্নতা কর্মী এবং ৫৮ জন নিরাপত্তা প্রহরী)]	Tk. 2,000/-	Tk. 4,75,000/-	6 Months

18. Special Instruction	a) The procuring entity reserves the right to accept or reject all Tender without assigning any reason there of. b) If it happens any govt. holidays or any strike on the dates mentioned in Document the next normal working day will be treated as the valid dates of dropping and opening of the tender as the case arises. Time & other terms and condition shall remain unchanged & no separate notice will be issued for this.
-------------------------	---

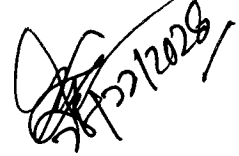
**PROCURING ENTITY DETAILS**

19. Name of Official Inviting Tender	Mohammad Azizul Islam
20. Designation of Official Inviting Tender	Regional Election Officer, Rangpur Region, Rangpur.
21. Address of Official Inviting Tender	Regional Election Office, Kachari Bazar, Rangpur.
22. Contact details of Official Inviting Tender	Telephone: 02589962859; e-mail: reorangpur008@gmail.com
23. The Procuring Entity reserves the right to reject all the Tenders or annul the Tender proceedings.	

  
(Mohammad Azizul Islam)  
Regional Election Officer  
Rangpur Region, Rangpur.

**Copy Submitted for kind information and necessary action to:**

1. Secretary, Election Commission Secretariat, Nirbachon Bhabon, Agargaon, Dhaka.
2. Director General, National Identity Registration Wing, Election Commission Secretariat Agargaon, Dhaka.
3. Director General, CPTU, IMED, Ministry of Planning, Sher-e Bangla Nagar, Dhaka. (Requested to publish this advertisement on CPTU official website).
4. Director General, Electoral Training Institute (ETI), Agargaon, Dhaka.
5. Divisional Commissioner, Rangpur Division, Rangpur.
6. Deputy Inspector General of Police, Rangpur Range, Rangpur.
7. System Manager, ICT wing, Election Commission Secretariat, Nirbachon Bhabon, Agargaon, Dhaka. (Requested to publish this advertisement on EC official website).
8. Deputy Commissioner, Rangpur.
9. Police Super, Rangpur.
10. Private Secretary of honorable Chief Election Commissioner (CEC) for kind information of honorable CEC.
11. Private Secretary of honorable Election Commissioners (ECS) for kind information of honorable ECS.
12. Senior District/District Election Officer, Rangpur/ Dinajpur/ Panchagarh/ Thakurgaon/ Nilphamari/ Lalmonirhat/ Kurigram/ Gaibandha. for information and wide circulation with one copy of Tender Notice & 1(One) copy of tender schedule for sale.
13. Upazilla Election Officer (All), Rangpur Region, Rangpur. for information & wide circulation. Enclosed: 1 copy of Tender Notice.



**(Mohammad Azizul Islam)**  
Regional Election Officer  
Rangpur Region, Rangpur.