



Bangladesh Election Commission
Electoral Training Institute
Plot-E, 14/Z-A, Agargaon, Dhaka-1207
Invitation for Tender

1	Ministry/Division	Bangladesh Election Commission	
2	Agency	Electoral Training Institute	
3	Procuring Entry Name	Director General, Electoral Training Institute	
4	Procuring Entry District	Dhaka	
5	Invitation for	Supply Goods and Related Service	
6	Invitation Ref: No.	17.01.0000.112.07.003.24-98	
7	Date	Issued on 16-10-2024	
KEY INFORMATION			
8	Procurement Method	Open Tendering Method (OTM)	
FUNDING INFORMATION			
9	Budget and Source of Fund	GOB (Revenue)	
PARTICULAR INFORMATION			
10	Tender Package No.	ETI-GD-03	
11	Tender Package Name	For the Procurement and Supply of Computer, Printers & Toners for Electoral Training Institute.	
12	Tender Publication Date	Date: 17/10/2024	
13	Tender Last Selling Date & Time	Date: 30/10/2024	Time 05:00 PM
14	Tender Closing Date and Time	Date: 31/10/2024	Time 11:00 AM
15	Tender Opening Date and Time	Date: 31/10/2024	Time 11:30 AM
16	Name & Address of the office(s)		
	- <i>Selling Tender Document (Principal)</i>	Programmer, Electoral Training Institute, Electoral Training Institute, Agargaon, Dhaka [Room # 302]	
	- <i>Receiving Tender Document</i>	Director (Admin), Electoral Training Institute, Electoral Training Institute, Agargaon, Dhaka [Room # 501]	
	- <i>Opening Tender Document</i>	Conference Room, Electoral Training Institute, Electoral Training Institute, Agargaon, Dhaka [Room # 301]	
17	Place/Date/ Time of Pre-Tender Meeting	Director (Admin), Electoral Training Institute, Electoral Training Institute, Agargaon, Dhaka [Room # 501] Date: 28/10/2024, Time 11.30 AM	
INFORMATION FOR TENDERER			
18	Eligibility of Tenderer	As per tender document.	
19	Brief Description of Goods	LOT-1: Procurement and supply of All in One PC and Accessories for ETI. LOT-2: Procurement and Supply of 6(Six) Monochrome Laser Printers for ETI LOT-3: Procurement and Supply of Original Toners for ETI	
20	Price of Tender Document	Tk. 1500/- (Taka One Thousand five hundred only) (Non-refundable)	

21	Package No.	Lot No.	Location	Amount of Tender Security (Taka)	Completion Time
	ETI-GD-03	Lot-1	Dhaka	35,000/-	14 days from the date of Contract Agreement
		Lot-2	Dhaka	9,000/-	
		Lot-3	Dhaka	19,000/-	
PROCURING ENTITY DETAILS					
22	Name of Official inviting Tender		SM Asaduzzaman		
23	Designation of Official Inviting Tender		Director General, Electoral Training Institute		
24	Address of Official Inviting Tender		Electoral Training Institute, Electoral Training Institute, Plot-E, 14/Z-A, Agargaon, Dhaka-1207.		
25	Contract details of Official Inviting Tender		Telephone: 02-55006503		
26	The procuring entity reserves the right to reject all tenders annul the Tender proceedings or increase or decrease the quantity of each lot				

SM Asaduzzaman
 Director General
 Electoral Training Institute