



Infrastructure Development Company Limited (IDCOL)

UTC Building (16th floor), 8 Panthapath, Kawran Bazar,
Dhaka 1215

Invitation for Tenders

KEY INFORMATION						
1.	Ministry/Division:	Finance Ministry				
2.	Agency:	Infrastructure Development Company Limited (IDCOL)				
3.	Procuring Entity Name:	Executive Director & CEO, Infrastructure Development Company Limited (IDCOL)				
4.	Procuring Entity District:	Dhaka				
5.	Invitation For:	Goods, Single Lot				
6.	Invitation Ref No.:	IDCOL/2024/OF/G-03/01				
7.	Date:	23 January 2024				
8.	Procurement Method:	National Competitive Tendering (NCT), Open Tendering Method (OTM)				
FUNDING INFORMATION						
9.	Budget and Source of Funds:	IDCOL'S own fund				
PARTICULAR INFORMATION						
10.	Project name:	N/A				
11.	Tender package name:	Procurement of MS 365 Licenses				
12.	Tender package no:	IDCOL/2024/OF/G-03				
13.	Tender publication date:	23 January 2024				
14.	Tender last selling date:	05 February 2024 during office hours				
15.	Tender closing date and time	06 February 2024 up to 12:00 hours local time				
16.	Tender opening date and time	06 February 2024 at 12:30 hours local time				
17.	Name & addresses of the offices:	Selling Tender Document: Manager, Procurement Infrastructure Development Company Limited (IDCOL) UTC Building (Level-12), 8 Panthapath, Kawran Bazar, Dhaka 1215.				
		Receiving and Opening Tender Document: Multipurpose Conference Room Infrastructure Development Company Limited (IDCOL) UTC Building (Level-16), 8 Panthapath, Kawran Bazar, Dhaka 1215.				
18.	Place/Date/Time of Pre-tender Meeting	Multipurpose Conference Room Infrastructure Development Company Limited (IDCOL) UTC Building (Level-16), 8 Panthapath, Kawran Bazar, Dhaka 1215 Time & Date: 11:30 hours local time, 28 January 2024				
INFORMATION FOR TENDERER						
19.	Brief Eligibility & Qualification of Tenderer: The Invitation for Tender is open to all eligible tenderers who satisfy: (a) The Tenderer shall be from eligible countries as stated in ITT Clause 5 of the tender document. (b) The minimum of years of general experience of the Tenderer in the supply of Goods and related services as Supplier shall be 05 (Five) years. (c) The minimum specific experience as Supplier in supply of similar Goods (<i>Supply of MS Licenses</i>) amounting to a value of at least Tk. 19,20,000.00 (<i>Nineteen Lacs Twenty Thousand</i>) in not more than 01(One) contract successfully completed* within the last 03 (Three) years. <i>*The similar experience shall have to be substantiated by "Completion/Acceptance certificate" issued by the respective Procuring Entity.</i> (d) The minimum amount of liquid assets i.e working capital or credit line(s) of the Tenderer shall be Tk 20,00,000.00 (<i>Twenty Lacs</i>).					
	20.	Brief description of Goods:	Description		Unit	Quantity
			MS 365 Business Premium (License duration: 01 Year)		Nos.	06
			MS Online Archive (Subscription base) (License duration: 01 Year)		Nos.	10
MS 365 Business Standard (License duration: 01 Year)			Nos.	129		
MS 365 Business Basic (License duration: 01 Year)		Nos.	83			
21.	Price of Tender Document:	A non-refundable fee of BDT 1,000.00 (Taka one thousand only) by pay order/bank draft in favor of "Infrastructure Development Company Limited."				
22.	Lot No.	Identification	Location	Security Amount (BDT.)	Completion Time	
	Single Lot	IDCOL/2024/OF/G-03 Procurement of MS 365 Licenses	Dhaka	40,000.00	01 Week	
PROCURING ENTITY DETAILS						
23.	Name of Official Inviting Tender:	Alamgir Morshed				
24.	Designation of Official Inviting Tender:	Executive Director & CEO, Infrastructure Development Company Limited (IDCOL)				
25.	Address of Official Inviting Tender:	Infrastructure Development Company Limited (IDCOL) UTC Building, 8 Panthapath, Kawran Bazar, Dhaka 1215				
26.	Contact Details of Official inviting Tender:	Telephone: +880-2-222248786-91, Fax: +880-2-222248785 Email: contact@idcol.org				
27.	Special Instructions:	a. The Procuring Entity reserves the right at the time of the Contract Award to increase or decrease the quantity of items mentioned in the proposals without any change in the unit prices. b. The procuring entity reserves the right to accept any tender or reject all tenders without assigning any reason thereof. c. Tender Security of the responsive Tenderers will be refunded after signing agreement with the successful Tenderer. d. In all applicable cases "The Public Procurement Act 2006" and "The Public Procurement Rules (PPR-2008)" with up-to-date amendments shall be followed.				

Sd/-

Alamgir Morshed

Executive Director & CEO

Infrastructure Development Company Limited (IDCOL)