

**Government of the People's Republic of Bangladesh**  
**Office of the Executive Engineer**  
**Motijheel PWD. Division**  
**Segunbagicha, Dhaka.**

**Invitation of Tender for Purchase of Office/Floor Space for Thana Server Stations**  
**Under Bangladesh Election Commission**

Sealed tenders are hereby invited from the interested owners/real estate business firms for the sale of floor/office space in Dhaka & Chittagong City Corporation areas for Thana Server Stations under Bangladesh Election Commission.

1.	Sponsoring Ministry/Division	:	Bangladesh Election Commission
2.	Procuring entity	:	Executive Engineer, Motijheel PWD Division, Segunbagicha, Dhaka-1000
3.	Source of fund	:	GOB and DFID through UNDP
4.	Invitation ref. no. & date	:	T-232/10-11 Date-25-04-2011.
5.	Procurement method	:	Open tendering method (OTM)
6.	Project name	:	Construction of Upazila and Regional Server Stations for Electoral Database Project
7.	Tender package name	:	Procurement of floor/office space in Dhaka/Chittagong City corporation area for Thana Server Stations under Bangladesh Election Commission
8.	Description of proposed commercial building/floor space	:	<ul style="list-style-type: none"> <li>a) Must have been constructed not before 2008 or under construction and shall be completed &amp; handed over before June 2012 in commercial areas.</li> <li>b) Location must be by the side of a wider road and within/near concerned city thana Territorial Jurisdiction/ parliamentary Constituency.</li> <li>c) Proposed floor space (Net Usable Floor Area) shall be within 1200-1900 sft in the same floor as unfinished condition.</li> <li>d) Must have plan approved by RAJUK/competent local development authority and constructed as per plan approved by RAJUK/Competent Authority. If suitable, office for one thana server station can be located in the near by National Parliamentary Electoral Constituency. In that case 2 separate office/floor space for 2 server stations may preferably be in the same building.</li> <li>e) Area of proportional share on the land available for the proposed floor space.</li> <li>f) P.L. of the building must be above HFL (Highest Flood Level)</li> </ul>
9.	Infrastructural facilities to be available in the proposed floor/office space	:	<ul style="list-style-type: none"> <li>a) Electric connection of necessary loads for operating the electrical appliances like light, fan, computer, internet connection, photocopier, air cooler etc.</li> <li>b) Minimum 50 kva standby generator (preferable).</li> <li>c) Minimum parking space for at least 2 vehicles in GF/Basement (preferable)</li> <li>d) Modern lift-Optional if 1<sup>st</sup> or 2<sup>nd</sup> floor -preferable if above 2<sup>nd</sup> floor.</li> <li>e) WASA/Municipality water connection.</li> <li>f) Gas connection (if applicable).</li> <li>g) special security arrangement .</li> <li>h) Fire fighting system</li> <li>i) Additional stair for emergency exit (preferable).</li> <li>j) Solar Energy Provision (optional).</li> </ul>
10.	Attested documents to be submitted along with the tender	:	<ul style="list-style-type: none"> <li>a) Updated photocopy of paid up electric bill/water bill/gas bill of the proposed space</li> <li>b) Certificate of debt/loan (if any) taken from bank/financing institution for the construction of proposed space.</li> <li>c) Photocopy of approved architectural plan by the competent authority</li> <li>d) Photocopy of updated land tax, holding tax of municipality clearance certificate.</li> <li>e) Photocopy of legal papers regarding land ownership (Deed, Porcha, DCR, Holding no. etc.)</li> <li>f) Certificate of earthquake resistant building designed by a professional structural engineer (IEB member)</li> <li>g) Photocopy of National ID card of the tenderer</li> <li>h) In case of real estate business firm:- professional Registration, VAT, TIN, Trade License etc.</li> <li>i) For Private ownership:-TIN.</li> <li>j) As built drawing –for finished space.</li> </ul>

11.	Special Instructions	:	<ul style="list-style-type: none"> <li>a) "Procurement of floor/office space for Election Commission" to be written on the envelop</li> <li>b) Tenders to be submitted to the address of Executive Engineer, Motijheel PWD Division, Segunbagicha, Dhaka-1000</li> <li>c) Rate should be quoted both in figure and word and quoted rate will not exceed two digits after decimal. No overwriting is allowed</li> </ul>
12.	Tender security	:	Tender security of Tk.1,00,000/=( taka one lakh only) to be submitted along with the tender in the form of Pay Order/Bank Draft from any scheduled bank of Bangladesh in favour of Executive Engineer, Motijheel PWD Division, Segunbagicha, Dhaka-1000
13.	Price of Tender Document	:	Tk. 1000/- (One thousand taka only) (Non refundable)
14.	Tender selling places, and dead line for selling.	:	For all tenders: Office of the <ul style="list-style-type: none"> <li>a) Executive Engineer, Motijheel PWD Division, Segunbagicha, Dhaka-1000</li> <li>b) National Project Director, CSSED Project, 62, West Agargaon, Dhaka-1207</li> <li>c) Executive Engineer, Chittagong PWD Division-3. During office hours up to <b>14 June 2011</b>.</li> </ul>
15.	Pre-bid meeting place, date & time	:	Executive Engineer, Motijheel PWD Division, Segunbagicha, Dhaka-1000 On <b>7 June 2011 at 11.00</b> a.m in presence of the bidders or their authorized representatives who would wish to be present
16.	Tender receiving places, and dead line for receiving	:	Office of the: <ul style="list-style-type: none"> <li>a) Executive Engineer, Motijheel PWD Division, Segunbagicha, Dhaka-1000</li> <li>b) National Project Director, CSSED Project, 62 West Agargaon, Dhaka-1207</li> </ul> On or before <b>15 June 2011 up to 12.00</b> noon
17.	Tender opening place, date & time	:	Office of the Executive Engineer, Motijheel PWD Division, Segunbagicha, Dhaka-1000 On <b>15 June 2.00</b> p.m (in presence of the bidders or their authorized representatives who would wish to be present)
18.	Special Instructions	:	<ul style="list-style-type: none"> <li>a) Act, rules &amp; provisions for purchase , sale and transfer of land &amp; property prevailing in Bangladesh shall be followed.</li> <li>b) The tenderer will have to sign all the pages of the tender documents after reading all the terms and conditions carefully which is binding on them</li> <li>c) All the information regarding tender will be available from the office of the Executive Engineer, PWD Project Div-2, Purta Bhaban, Segunbagicha, Dhaka-1000</li> <li>d) Tenderer(s) must submit along with their offer the original money receipt for tender document purchased</li> </ul>
19.	Locations of proposed Thana Server Stations	:	<ul style="list-style-type: none"> <li>a) <b>Dhaka</b> City Corporation area [11 (Eleven) Thanas]: 1.Lalbag, 2. Motijheel, 3. Sabujbag, 4. Kotoali, 5. Sutrapur, 6. Uttara, 7. Gulshan, 8. Ramna, 9. Tejgaon, 10. Mirpur, 11. Pallabi.</li> <li>b) <b>Chittagong</b> City Corporation area [3 (three) Thanas]: 1. Bandar, 2. Pahartali, 3. Chandgaon</li> </ul>
20.	The Procuring entity reserves the right to cancel all the tenders or annul the tendering process without assigning any reason thereof .		

**(Ishtiaque Ahmed)**  
Executive Engineer  
Motijheel PWD Division, Dhaka