**Invitation for Tender**

Sealed Tenders are hereby invited from bona fide computer, printer, UPS supplier & servicing firms for maintenance of ICB’s Servers, Computers, Printers, UPSs & Networking accessories as per The Public Procurement Act, 2006 and subject to the following terms and conditions:

1. **Ministry**
   Ministry of Finance.

2. **Agency**
   Investment Corporation of Bangladesh (ICB).

3. **Procuring Entity Name**
   AGM, Procurement & Common Service Department, ICB, Head Office, Dhaka.

4. **Invitation for**

5. **Procurement Method**
   Open Tendering Method

6. **Source of Funds**
   ICB’s own Fund

7. **Name & Address of the office of Selling, Receiving & Opening Tender Document**
   AGM, Procurement & Common Service Department, Investment Corporation of Bangladesh, BDBL Bhaban (Level 17), 8, RAJUK Avenue, Dhaka-1000, Bangladesh.

8. **Last date & time of selling tender documents**
   04.03.2020

9. **Last date & time of submission tender documents**
   05.03.2020 up to 11.30 am.

10. **Date & time of opening tender box**
    05.03.2020, 11.40 am.

11. **Date & time of opening tenders by the Tender Opening Committee**
    05.03.2020, 11.45 am.

12. **Eligibility of Tenderer**
    Tenderer having at least 5(Five) years experience of similar services stated above and specified in the tender document. Completion certificate of similar types of service shall have to be submitted with the tender.

13. **Nature of Service**
    Deployment of 2 support engineers at ICB during office hours for hardware, software & network maintenance

    | Nature of Service                          | Contract Period | Tender Security Amount (Tk) | Contract Signing |
    |-------------------------------------------|----------------|-----------------------------|-----------------|
    | Deployment of 2 support engineers at ICB  | 03 years       | 75,000.00                   | Within 14 days of having NOA |

14. **Price of Tender Document**
    BDT. 500.00 (Five Hundred) only in the form of cash (Non-refundable)

15. **Name & Designation of Official Inviting Tender**
    Md. Golam Robbani, Assistant General Manager.

16. **Designation of Official for detail information of Tender**
    Assistant General Manager, Procurement & Common Service Department /Senior System Analyst (Hardware & Communication Department).

17. **Address of Official Inviting Tender**
    Procurement & Common Service Department, Investment Corporation of Bangladesh, BDBL Bhaban (Level-17), 8, RAJUK Avenue, Dhaka-1000.

18. **Contact details of Official Inviting Tender**
    Telephone: 9568655
    Email: agm_procure@icb.gov.bd

19. **The procuring entity reserves the right to change any terms and conditions of the tender document before the date of opening of the tender and accept or reject any or all tenders without assigning any reason whatsoever.**

20. **If, for any unavoidable reason or circumstances, the receipt and opening of tender cannot be held on the stipulated date the same will be held at the next working day at the same time.**

21. **Evaluation of Tenders will be made as per Public Procurement Act,2006 and Public Procurement Rules,2008.**

   Md. Golam Robbani
   Assistant General Manager