



বাংলাদেশ পেট্রোলিয়াম এক্সপ্লোরেশন এন্ড প্রোডাকশন কোম্পানী লি: (বাপেক্স)
BANGLADESH PETROLEUM EXPLORATION & PRODUCTION CO. LTD (BAPEX)
Local Purchase Department, Administration Division
BAPEX Bhaban (Level-4), 4 Kawran Bazar C/A, Dhaka-1215,




Invitation for Tender

1	Ministry/Division	:	Ministry of Power, Energy & Mineral Resources/ Energy & Mineral Resources Division
2	Agency	:	Bangladesh Oil, Gas and Mineral Corporation (Petrobangla)
3	Company	:	Bangladesh Petroleum Exploration & Production Company Ltd. (BAPEX)
4	Procuring Entity Name	:	General Manager (Admn.), BAPEX
5	Procuring Entity District	:	Dhaka
6	Invitation for	:	Engagement of Security Guard (out-sourcing basis) from Local service Provider for BAPEX Head Office.
7	Invitation Ref No	:	BAPEX/LOCAL PURCHASE/OSTETM-01/2023-2024
8	Date	:	09-10-2023
KEY INFORMATION			
9	Procurement Method	:	One Stage Two Envelopes Tendering Method (OSTETM)
FUNDING INFORMATION			
10	Budget and Source of Funds	:	BAPEX Own Fund
PARTICULAR INFORMATION			
11	Tender Lot No.	:	1
12	Tender Package Name	:	Engagement of Security Guard (out-sourcing basis) from Local service Provider for BAPEX Head Office. Total 14 Nos. Security Guard (Male: 11 Nos. and Female: 03 Nos.)
13	Tender Publication Date	:	11-10-2023
14	Tender Last Selling Date	:	26-10-2023 at 15.00 Hrs. (BST)
15	Tender Closing Date and Time	:	29-10-2023 at 11.30 Hrs. (BST)
16	Tender Opening Date and Time	:	29-10-2023 at 12.00 Hrs. (BST)
17	Selling Tender Document (Principal)	:	Bangladesh Petroleum Exploration & Production Co. Ltd. (BAPEX), Accounts & Finance Division, BAPEX Bhaban (Level-3), 4 Kawran Bazar C/A, Dhaka-1215.
	Selling Tender Document (Others)	:	a) Petrobangla, Accounts Division, Petrocenter, 3 Kawran Bazar C/A, Dhaka. b) Titas Gas Transmission and Distribution Company Ltd (TGTDC) Accounts Division, 105 Kazi Nazrul Islam Avenue, Kawran Bazar C/A, Dhaka-1215.
	Receiving Tender Document	:	a) Local Purchase Department, Bangladesh Petroleum Exploration & Production Co. Ltd (BAPEX), BAPEX Bhaban (Level-4), 4, Kawran Bazar C/A, Dhaka-1215.
	Opening Tender Document	:	Local Purchase Department, Bangladesh Petroleum Exploration & Production Co. Ltd (BAPEX), BAPEX Bhaban (Level-4), 4, Kawran Bazar C/A, Dhaka-1215.
INFORMATION FOR SERVICE PROVIDER			
18	Eligibility of Service Provider	:	1. Bonafide suppliers having minimum 07 (Seven) years' experience of supplying Security Guard to minimum 3 (three) Govt./Semi-Govt./Autonomous Organization. 2. Latest Trade Licence Certificate of Security Service. 3. Latest 13-digit BIN Certificate. 4. Latest TIN Certificate. 5. Licence as a Manpower Supplier issued from the Department of Inspection for Factories & Establishments under the Ministry of Labour and Employment. 6. Documentary evidence of Tenderer's own Organizational Management Infrastructure having at least 3 (three) Ex. Armed Commission Officers Crisis management & Emergency Response System (ERP) and Training Centre/School having adequate facilities with at least 3 (three) Ex. Armed forces efficient trainer 7. Other terms & conditions mentioned in tender schedule.
19	Brief Description of Services	:	Engagement of Security Guard (out-sourcing basis) from Local service Provider for BAPEX Head Office.
20	Price of Tender Document	:	Tk 2,000.00 (Two Thousand) Non-refundable.

Package No.	Identification of package	Location	Tender Security Amount (Tk.)	Completion Time in Weeks / Months
01	BAPEX/LOCAL PURCHASE/ OSTETM -01 /2023-2024	BAPEX Head Office	TK. 2,70,000.00 (Two Lakh Seventy Thousand) (Must remain valid for 148 days from the date of closing of the tender)	36 Months
PROCURING ENTITY DETAILS				
21	Name of Official Inviting Tender	:	Md. Asad Ullah	
22	Designation of Official Inviting Tender	:	General Manager (Admn.)	
23	Address of Official Inviting Tender	:	Bangladesh Petroleum Exploration & Production Company Ltd. (BAPEX), Administration Division, Level-5, BAPEX Bhaban, 4 Kawran Bazar C/A, Dhaka-1215, Bangladesh	
24	Contact details of Official Inviting Tender	:	Tel:02-55011774, Mobile: 01716781128	
25	If tender opening day happens to fall on any holiday or any unavoidable Circumstance such as strike, Civil Commotion, Govt. holiday etc. tenders shall be opened at the same hours on the first subsequent working day.			
26	The Procuring Entity reserves the right to reject all the Tenders or annul the Tender proceedings			
27	This Tender Notice will also be available at website of Petrobangla (www.petrobangla.org.bd), BAPEX (www.bapex.com.bd) and CPTU (www.cptu.gov.bd).			
General Manager (Admn.)				

Not to be printed


 (Md. Usad Ullah)
 General Manager (Administration)

