



BR Powergen Limited (BRPL)
Dhaka Square, House No. 01, Road No.
13,
Sector #01, Uttara, Dhaka-1230.
www.brpowergen.gov.bd



Commemorative Number: ২৭.৩১.০০০০.০০৫.১৩.০০১.১৯.৭৮১

Date: ২ শ্রাবণ ১৪৩০ বঙ্গাব্দ
১৭ জুলাই ২০২৩ খ্রিস্টাব্দ

Subject: REQUEST FOR QUOTATION (RFQ) For Cleaning Services for newly rented office at IEB (9th floor) Ramna, Dhaka-1000

Source: (if any).....

To

1. BR Powergen Limited has allocated own funds to eligible payments under the Contract for which this Tender Document is issued.
2. Detailed Descriptions for the intended Cleaning and related services shall be available in the office of the Procuring Entity for inspection by the potential Quotationer during office hours on all working days.
3. Quotation shall be prepared and submitted using the 'Quotation Document'.
4. Quotation shall be completed properly, duly signed-dated each page by the authorized signatory and submitted by the date to the office as specified in Para 6 below.
5. No Tender Security shall be required for submission of this Tender.
6. Quotation in a sealed envelope or through electronic mail (wahidur.rahman@brpowergen.gov.bd) shall be submitted to the office of the undersigned on or before 20-07-2023 . The envelope containing the Quotation must be clearly marked as “ Cleaning Services for newly rented office at IEB (9th floor) Ramna, Dhaka-1000 ” and DO NOT OPEN before 20-07-2023. Quotations received later than the time specified herein shall not be accepted.
7. Quotations received by fax or through electronic mail shall be sealed-enveloped by the Procuring Entity duly marked as stated in Para 6 above and, all Quotations thus received shall be sent to the Evaluation Committee for evaluation, without opening, by the same date of closing the Quotation.
8. The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of ten (10) days pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
9. All Quotations must be valid for a period of at least 60 days from the closing date of the Quotation.
10. Quotationer's quoted rates or prices shall be inclusive of profit and overhead and all kinds of VAT, taxes, duties, fees levies, and other charges to be paid under the Applicable

Law, if the Contract is awarded.

11. Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit certified photocopies of latest documents related to Valid Trade License, Tax Identification Number (TIN) and VAT Registration Number without which the Quotation may be considered non-responsive.

12. The Contractor shall have to complete the Cleaning and related services in all respects within the deadline mentioned in the Work Order/indent in conformity with the Terms and Conditions.

13. In case of anomalies between unit rates or prices and the total amount quoted, in the quotation submitted on unit rate basis, the unit rates or prices shall prevail. In case of discrepancy between words and figures, the former will govern. In case of quotation submitted on Lump-sum basis, if anomalies found between figures and words, the words will prevail. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.

14. The Procuring Entity reserves the right to accept or reject all the Quotations or cancel the procurement proceedings.

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Md. Wahidur Rahman

DGM (HR & Admin)

48955652

wahidur.rahman@brpowergen.go
v.bd

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Commemorative Number: ২৭.৩১.০০০০.০০৫.১৩.০০১.১৯.৭৮১/১ (৮)

Date: ২ শ্রাবণ ১৪৩০ বঙ্গাব্দ
১৭ জুলাই ২০২৩ খ্রিস্টাব্দ

Kind regards/Information (not in order of seniority):

1. Managing Director, BRPL;
2. Executive Director (Finance), BRPL;
3. Executive Director (Engineering), BRPL;
4. Superintending Engineer, (Kadda 150M: Power Plant), BRPL (requested to pull on notice board);
5. Project Director, Mirsrai 150 Mew: Office of Dual Fuel (HFO/Gas) Power Plant, BRPL (requested to pull on notice board);
6. Project Director, Sripur 150 M.O.H.F.O. Office of Based Power Plant Projects, BRPL (requested to pull on notice board);
7. Assistant Engineer (P&D) (Routine Duties), Office of Superintending Engineer (P&D), BRPL (requested to be published on web site) and
8. Notice board.



A handwritten signature in blue ink, appearing to read 'Rajib'.

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Rajib Hossain
Manager (HR & Admin)