

Government of the people's republic of Bangladesh  
Bangladesh Investment Development Authority  
Prime Minister's Office  
Admin Section  
Biniyog Bhaban  
Plot: E-6/B, Agargaon, Sher-E-Banglanagar, Dhaka-1207

Reference No:03.08.2680.000.246.07.0013.26-670

Date: 12-05-2026

<b>Tender Notice (OTM)</b>		
1.	Ministry/Division	Prime Minister's Office
2.	Agency	Bangladesh Investment Development Authority (BIDA).
3.	Procuring Entity Name	Director (Facilities Management)
4.	Procuring Entity Code	Not used at present
5.	Procuring Entity District	Dhaka.
6.	Invitation for	Supply of Toner/Cartridge (Printer & Photocopier Machine) items for Bangladesh Investment Development Authority (BIDA).
7.	Invitation Ref No	03.08.2680.000.246.07.0013.26-670
8.	Date	12-05-2026
9.	Procurement Method	Open Tendering Method (OTM) (National)
10.	Budget and Source of Funds	GOB (Revenue)
11.	Tender Publication Date	13-05-2026
12.	Tender Last Selling Date	Date: 23-05-2026, Time: 04:00 pm
13.	Tender Closing Date and Time	Date:24-05-2026, Time: 02:00pm
14.	Submission	Bangladesh Investment Development Authority (BIDA). E-6/B, Sher-E-Banglanagar, Agargaon, Dhaka-1207. In front of CSB Section (Level-3).
15.	Tender Opening Date and Time	Date: 24-05-2026;Time: 2:30 pm
16.	Address of the Tender Opening office	Director (Facilities Management), Level-2 Bangladesh Investment Development Authority BiniyogBhaban, Plot-E-6/B, Agargaon, Dhaka-1207.
17.	Brief Eligibility and Qualification of Tenderer	01. Up-to-date valid Trade license. 02. Up-to-date TIN Certificate. 03. Up-to-date Tax Payee Certificate [Income Tax Assessment Year shall be at Least 2023-2024] 04. Up-to-date VAT Registration Certificate (BIN). 05. Bank solvency Certificate (The applicant must be Financially sound & Solvent). 06. Valid Tender Security. 07. Minimum 3 years general experience of the tenderer as supplier. 08. Minimum specific experience as supplier in supply of Toner/Cartidge within the last 03years counting backward form the date of Publication of IFT with a value of at least BDT 18,00,000/- (Eighteen Lac taka Only). 09. The Minimum amount of Liquid Asset Shall be BDT 26,00,000/- (Twenty Six Lac Taka Only) [Documents has to be submitted as per ITT Clause 27.1(d)] 10. Relevent work Copletion Certificate against supply of similar Goods/Products (Work order/Purchase order/Notification of Awarad (NOA)/Contract Agreement is not Acceptable) 11. Manufacturer Authorization Letter. * Detailed eligibilities and qualifications are described in Tender Documents.

18.	Brief Description of Goods		Supply of Toner/Cartridge (Printer & Photocopier Machine) items for Bangladesh Investment Development Authority (BIDA).		
19.	Price of Tender Document (Tk.)		Tk.1,000/- (One Thousand)		
20.	Lot No	Identification of Lot	Location	Tender Security Amount (Tk.)	Completion Time in Months/ days
21.	Single	Supply of Toner/Cartridge (Printer & Photocopier Machine) items for Bangladesh Investment Development Authority (BIDA).	BIDA Head Office	Tk.75,000/- (Seventy Five Thousand)	30 (Thirty) days from the date of Contract Signing.
22.	Name of Official Inviting Tender		Md. Maruful Alam		
23.	Designation of Official Inviting Tender		Director (Facilities Management)		
24.	Address of Official Inviting Tender		Bangladesh Investment Development Authority (BIDA).		
25.	Contact details of Official Inviting Tender		02-44826603	Email: <a href="mailto:dir_fm@bida.gov.bd">dir_fm@bida.gov.bd</a>	
26.	The Procuring Entity reserves the right to reject all tenders or annul the Tender proceedings.				

*Signature*  
12/05/2026

(Md. Maruful Alam)  
Director (Facilities Management)  
Bangladesh Investment Development Authority  
Phone: 02- 44826603

Memo No: 03.08.2680.000.246.07.0013.26- 670

Date: 12-05-2026

**Copy for information & necessary action :**

1. Executive Member, -----(all) Bangladesh Investment Development Authority Dhaka (For Kind information and wide circulation).
2. Secretary, Bangladesh Investment Development Authority Dhaka (For Kind information and wide circulation).
3. Director General -----(all) Bangladesh Investment Development Authority Dhaka( For Kind information and wide circulation)..
4. Director, -----(all) Bangladesh Investment Development Authority Dhaka ( For Kind information and wide circulation).
5. PS to Executive Chairman , BIDA (For kind Information of Executive Chairman).
6. Assistant Programmer, Bangladesh Investment Development Authority Dhaka (With a request to publish this notice in the BIDA web site.
7. Notice Board.
8. Office Copy.