

Government of the People's Republic of Bangladesh
Ministry of Road Transport and Bridges
Road Transport and Highways Division
Dhaka Metro Project Preparatory Technical Assistance
Dhaka Transport Coordination Authority
Nagar Bhaban (Level 14-15), Fulbaria, Dhaka.

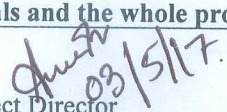
Memo No. 35.02.0000.003.53.003.2017-116

Date: May 3, 2017

**INVITATION FOR PROPOSAL FOR
Staff Outsourcing through Firm/Company
for DMPPTA project –DTCA**

1	Ministry / Division	:	Ministry of Road Transport and Bridges Road Transport and Highways Division
2	Executing Agency	:	Dhaka Transport Coordination Authority
3	Procuring Entity	:	Project Director-DMPPTA Project-DTCA
4	Invitation Ref No.	:	Memo No. 35.02.0000.003.53.003.2017-
5	Invitation Date.	:	03, May 2017
6	Invitation For	:	Proposal for staff out sourcing [Physical Service]
7	Source of Budget	:	Govt. Fund
8	Procurement Method	:	Open NCT (Least Cost Selection)
9	Project Name	:	Dhaka Metro Project Preparatory Technical Assistance Project-DTCA
10	Package No	:	DTCA NS1
11	Package Name	:	Staff Outsourcing for DMPPTA Project-DTCA
12	Last Date for Proposal Selling	:	28 May, 2017 (during office hour)
13	Last Date for Proposal Submission	:	29 May, 2017 at 12:00 noon (Bangladesh Standard Time)
14	Eligibility of the Applicant	:	Any reputed Bangladeshi Firm having at least two years of experience of providing the physical services mentioned below (or relevant positions) to any government/non-government office/project or any NGO/Consulting Firm. The firm shall have at least five years of general experience of providing physical service. Other eligibility criteria are stated in the Proposal Document.
15	Brief Description of the service to be provided	:	To provide Staff Input for the post of 01 (One) Office Assistant Com Computer Operator, 01 (One) Driver, and 02 (Two) Office Assistant (MLSS) for the Office of the Project Director.
16	Contract Period	:	18 Months (approx).
17	Address of Selling Proposal Document	:	Office of the Project Director, Room No 1336, Nagar Bhaban, Dhaka-1000.
18	Address of Receiving Proposal Document	:	Office of the Project Director, Room No .1336, Nagar Bhaban, Dhaka-1000.
19	Proposal Price	:	A non-refundable amount of Taka 1000/- (One Thousand) in cash.
20	Name of the Officer inviting Proposal	:	Md. Anisur Rahman
21	Designation of the officer inviting Proposal	:	Project Director
22	Contact Details	:	Phone : 9569262, E-mail rahman2005@gmail.com

The Procuring Entity reserves the right to Accept or Reject any or all Proposals and the whole process.


 Project Director
 DMPPTA project-DTCA
 Nagar Bhaban, Dhaka.

