



Innovation Design and Entrepreneurship Academy (iDEA) Project

Bangladesh Computer Council

Information and Communication Technology Division

ICT Tower (14th Floor), Plot: E-14/X Agargaon, Sher-e-Bangla Nagar, Dhaka-1207

www.startupbangladesh.gov.bd, Email: pdidea@bcc.gov.bd



INVITATION FOR TENDER					
01	Ministry	Ministry of Post, Telecommunications & Information Technology			
02	Division	Information and Communication Technology Division			
03	Agency	Bangladesh Computer Council			
04	Procuring Entity Name	Innovation Design and Entrepreneurship Academy (iDEA) Project			
05	Procuring Entity District	Dhaka			
06	Invitation for	Selection of Event Management Firm for National Startup Conference (Bangabandhu Innovation Grant (BIG) 2021 Closing & Award Night)			
07	Invitation Ref No	56.01.0000.024.39.167.21- 992			
08	Date	16 September, 2021			
KEY INFORMATION					
09	Procurement Method	Open Tendering Method (OTM) (Procurement of Non-Consulting Services)			
FUNDING INFORMATION					
10	Budget and Source of Funds	Government of Bangladesh			
PARTICULAR INFORMATION					
11	Project/ Program Code	224023000			
12	Project/ Program Name	Innovation Design and Entrepreneurship Academy (iDEA) Project			
13	Tender Package No.	SD5			
14	Tender Package Name	Selection of Event Management Firm for National Startup Conference (Bangabandhu Innovation Grant – BIG 2021 Closing & Award Night)			
15	Tender Publication Date	17 September, 2021			
16	Tender Last Selling Date	30 September, 2021 up to 05:00 PM			
17	Tender Closing Date and Time	03 October, 2021 2:00 PM			
18	Tender Opening Date and Time	03 October, 2021 2:30 PM			
19	Place of Selling/Receiving/Opening Tender documents	Office of the Project Director, Innovation Design and Entrepreneurship Academy (iDEA) Project, Bangladesh Computer Council, ICT Tower (14 th Floor), Plot: E-14/X Agargaon, Sher-e-Bangla Nagar, Dhaka-1207.			
INFORMATION FOR TENDERER					
20	Brief Eligibility of Tenderer	<ul style="list-style-type: none">The tenderer shall have a minimum 10 (Ten) years of general experience in event management and related service to the Government/multinational companies/private entities;The Tenderers shall have the experience of successful completion of at least 03 (Three) similar Govt. contract within last 03 (three) years' each worth Taka 1,00,00,000 (1 Crore).The Tenderers shall have the experience of organizing event for foreign delegates in BangladeshThe tenderer shall have updated trade license and tax clearance certificate, VAT registration certificate and TIN certificate;Tenderers shall have valid Bank account and minimum amount of liquid assets i.e. working capital or credit lines shall be Taka 80,00,000 (Eighty) lac.Must have audit report of the previous 3 years & Yearly turnover of the firm shall be at least Tk. 1 (One) core.Other eligibility and qualification criteria outlined in the tender documents.			
21	Brief Description of Services	Organizing BIG 2021 Gala Event, set up Startup Zone, Supply Printing & Publications Materials, Food, Venue Branding and Decoration, Cultural Program Design, Digital Promotions & Media Activities for Bangabandhu Innovation Grant – BIG 2021 Closing & Award Night.			
22	Price of Tender Document	BDT 1,000 (One Thousand) only (Non-Refundable)			
	Lot No	Identification of Lot	Location	Tender Security Amount (Tk)	Completion Time
23	-	Selection of Event Management Firm for National Startup Conference (Bangabandhu Innovation Grant – BIG 2021 Closing & Award Night)	Dhaka	250,000/- (Two Lakh and Fifty Thousand Taka)	Within 30/10/2021 or any date decided by the Procuring Entity
PROCURING ENTITY DETAILS					
24	Name of Official Inviting Tender	Md. Abdur Rakib			
25	Designation of Official Inviting Tender	Project Director			
26	Address of Official Inviting Tender	ICT Tower (14 th Floor), Agargaon, Sher-E-Bangla Nagar, Dhaka-1207, Bangladesh.			
27	Contact details of Official Inviting Tender	Tel: +880-2-55007016, Email: pdidea@bcc.gov.bd Mob:01723335471, Web: www.idea.gov.bd			
The Procuring Entity reserves the right to accept or reject all or any of the tenders or annul the tender proceedings					

(Md. Abdur Rakib)
Project Director

16.09.2021