



Innovation
Design and
Entrepreneurship
Academy

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




BANGLADESH
COMPUTER
COUNCIL

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 Organizing University Activation Program Phase-07			
07	Invitation Ref No	56.01.0000.024.07.341.2024- 665			
08	Date	15 December 2024			
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.	GD-75			
14	Tender Package Name	University Activation Program Phase-07			
15	Tender Publication Date	16 Dec 2024			
16	Tender Last Selling Date	30 Dec 2024 up to 02:00 PM			
17	Tender Closing Date and Time	30 Dec 2024, 03:00 PM			
18	Tender Opening Date and Time	30 Dec 2024, 03:30 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 03 (Three) years of general experience in providing similar services to Government/Multinational Companies/ Private entities. The tenderer shall have successfully completed at least 01 (One) similar nature non-consultant service contracts with value of minimum 25 (Twenty-Five) Lakh within last 03 years. The firm shall have the experience of audio visual, course content development, online session conduct and promotional activities. The required average annual turnover of the Firm shall be at least of the amount of BDT 20.00 (Twenty) Lakh over the last 03 (three) years. The minimum amount of liquid asset or working capital or credit facility is BDT 20.00 (Twenty) Lakh. The firm should have valid up-to date- trade license, income tax certificate, VAT registration, Bank Solvency Certificate, Incorporation Certificate. The firm needs to submit audit report of at last 3(Three) consecutive years. Successful completion of similar nature of works in last three years must have work order & completion certificates. JVCA is not allowed. 			
21	Brief Description of Services	Conduct awareness campaigns and registration at 25 universities, promote in social media, organize university activations program at 25 divisional-level institutions, facilitate startups' pitching and judging events, and provide logistical support.			
22	Price of Tender Document	BDT 500 (Five) Hundred only (Non-Refundable)			
	Lot	Identification of Package	Location	Tender Security (Tk.)	Completion Time
23	01	Selection of Event Management Firm for Organizing University Activation Program Phase-07	ICT Tower	50,000/- (Fifty Thousand Taka)	Within 28 February 2025 or any date decided by the Procuring Entity
PROCURING ENTITY DETAILS					
24	Name of Official Inviting Tender	Mohammad Nazrul Islam (Joint Secretary)			
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 / admin@idea.gov.bd			

The Procuring Entity reserves the right to accept or reject all or any of the tenders or annul the tender proceedings.


Mohammad Nazrul Islam
Project Director