

**Government of the People's Republic of Bangladesh**  
Office of the Project Director (ACE), RHD  
WECARE Phase-1  
Jhenaidah-Jessore Highway (N-7) Improvement Project  
Sarak Bhaban, Tejgaon, Dhaka-1208.  
E-mail: [pd.wecarewb.rhd@gmail.com](mailto:pd.wecarewb.rhd@gmail.com)



Memo: - 35.01.2692.072.07.001.21-15

Date: 26 January 2021

**INVITATION FOR TENDER**  
**for**  
**Selection of Firm (National) for Staff Outsourcing**

01	Ministry / Division	:	Ministry of Roads Transport and Bridges/ Road Transport & Highways Division
02	Executing Agency	:	Roads and Highways Department
03	Procuring Entity	:	<b>Project Director (ACE), RHD</b> WECARE Phase-1 Jhenaidah-Jessore Highway (N-7) Improvement Project.
04	Invitation Ref No.	:	PD-01/WeCARE-1(WB)/RHD/IFT/SP-010/2020-2021
05	Invitation Date.	:	26 January 2021
06	Invitation For	:	Physical Service (Staff Outsourcing)
07	Source of Budget	:	GoB
08	Procurement Method	:	Open Tendering Method(OTM)
09	Project Name	:	WECARE Phase-1: Jhenaidah-Jessore Highway (N-7) Improvement Project
10	Package No	:	PD-01/WeCARE-1(WB)/SP-010
11	Package Name	:	<b>Staff Outsourcing for WECARE Phase-1: Jhenaidah-Jessore Highway (N-7) Improvement Project</b>
12	Last Date & Time for Tender Selling	:	22 February 2021, 05:00 pm
13	Deadline for Tender Submission	:	23 February 2021, 01:00 pm
14	Date, Time and Place for Tender Opening	:	<b>Date &amp; Time:</b> 23 February 2021, 02:00 pm <b>Place:</b> Office of the Project Director, WECARE Phase-1: Jhenaidah-Jessore Highway (N-7) Improvement Project, Room No: 16, Level-02, Block-2, Sarak Bhaban, Tejgaon, Dhaka Sarak Bhaban, Tejgaon, Dhaka-1208
15	Place, Date and Time for Pre-Tender Meeting	:	Not applicable
16	Eligibility of the Applicant	:	Any Bangladeshi Firm/Company having eligibility and qualifications as mentioned in the Tender Document.
17	Brief Description of the service to be provided	:	To provide Staff Input for the positions of Surveyor (03), Office Assistant cum Computer Operator (07), Driver (10), Accounts Assistant (03), Office Attendant (08), Cleaner (04) and Security Guard (06) for the offices of the Project Director, Additional Project Directors and Project Managers.
18	Contract Period	:	36 months.
19	Address of Selling of Tender Documents	:	<b>Office of the Executive Engineer, RHD</b> Administration and Establishment, Level-05, Block-1, Sarak Bhaban, Tejgaon, Dhaka
20	Address of Receiving of Tender Documents	:	<b>Primary Place:</b> <b>Office of the Project Director (ACE), RHD</b> WECARE Phase-1: Jhenaidah-Jessore Highway (N-7) Improvement Project, Room No: 16, Level-02, Block-2, Sarak Bhaban, Tejgaon, Dhaka-1208. <b>Secondary Place:</b> <b>Office of the Executive Engineer, RHD</b> Administration and Establishment, Level-05, Block-1, Sarak Bhaban, Tejgaon, Dhaka-1208.
21	Amount of Tender Security	:	BDT 10.00 Lac (Ten Lac Taka).
22	Name of the official inviting the Tender	:	Md. Zabid Hasan

23	Designation of the official inviting the Tender	:	Project Director (ACE, C.C), RHD
24	Tender Document Price	:	A non-refundable amount of Taka 4,000.00 (Taka four thousand only)
25	Address of the official inviting the Tender	:	<b>Office of the Project Director (ACE), RHD</b> WECARE Phase-1: Jhenaidah-Jessore Highway (N-7) Improvement Project, Room No: 16, Level-02, Block-2, Sarak Bhaban, Tejgaon, Dhaka-1208.
26	Contact Details	:	Mobile No: 01313-092171 Email: pd.wecarewb.rhd@gmail.com
The Procuring Entity reserves the right to accept or reject any or all Tenders and the whole process.			

*M. Zabid Hasan* 26.1.2024

**Md. Zabid Hasan**

ID No.- 006010

Project Director (ACE, CC), RHD  
WECARE Phase-1: Jhenaidah-Jessore  
Highway (N-7) Improvement Project,  
Sarak Bhaban. Tejgaon. Dhaka-1208

A