



Office of the Sub-Project Manager
Digitization of Handwritten Manuscripts, Old Newspapers and Rare Collection of Dhaka
University Library

Dhaka University Library, University of Dhaka, Dhaka-1000

ফোনঃ ৮৮ ০২ ৯৬৬১৯২০-৭৩/৪২৬২, ফ্যাক্সঃ ৮৮ ০২ ৯৬৬৭২২২, emailঃ spm.cp3274@du.ac.bd



Invitation for Tenders (IFT)

Invitation Ref No.: H-191/15-16

Date: 30/12/2015

1	Ministry/Division	Ministry of Education		
2	Agency	University of Dhaka		
3	Procuring Entity Name	Dhaka University Library		
4	Procuring Entity Code	Not Applicable		
5	Procuring Entity District	Dhaka		
6	Invitation for	Digitization Work		
7	Invitation Ref No	H-191/15-16		
8	Date	30/12/2015		
KEY INFORMATION				
9	Procurement Method	Open Tendering Method (OTM) National		
FUNDING INFORMATION				
10	Budget and Source of Funds	Development Budget (GoB and IDA Credit)		
11	Development Partners (if applicable)	International Development Association (IDA)		
PARTICULAR INFORMATION				
12	Project/Program Code (if applicable)	9137		
13	Project/Program Name (if applicable)	Higher Education Quality Enhancement Project (HEQEP)		
14	Tender Package No.	DUL/HEQEP/CP3274/NCS1		
15	Tender Package Name	Digitization Work		
16	Tender Publication Date	30/12/2015		
17	Tender Last Selling Date	26/01/2016 up to 2.00 pm		
18	Tender Closing Date and Time	27/01/2016 up to 12.00 pm		
19	Tender Opening Date and Time	27/01/2016 at 12:30 pm		
20	Name & Address of the office of Selling, Receiving and Opening Tender Document	Office of the Sub-Project Manager, Dhaka University Library, Dhaka-1000		
21	Place/Date/Time of Pre-Tender Meeting	Office of the Sub-Project Manager, Dhaka University Library, Dhaka-1000, Date: 13/01/2016, 12.30 PM.		
INFORMATION FOR TENDERER				
22	Eligibility and Qualifications of Tenderer	a) The Bidder must have 10 years of experience in similar works and successful completion of at least 02 contracts in govt/reputed libraries within the last 05 years; b) Must have proprietary archiving software with at least 05 installations in govt/reputed organizations; c) The minimum required average annual volume of services shall be BDT 50 lac during the last three years of which BDT 40 lac in a single work order for scanning/digitization work; d) The minimum amount of liquid asset or working capital or credit facility shall be 70 lac; e) Must have experience in scanning A0 size newspapers/rare books and fragile documents/manuscripts; f) Must have fully operational service bureau and proper scanning equipment; and g) ISO 9001:2008 and ISO 27001 or equivalent quality certification.		
23	Brief Description of Service	Digitization and archiving of handwritten manuscripts, old newspapers and rare collection of Dhaka University Library.		
24	Brief Description of Related Service	N/A		
25	Tender Document Price	BDT 1000/- (One thousand) only.		
26	Package No.	Name of Service	Location	Tender Security
	DUL/HEQEP/CP3274/NCS1	Digitization Work	Office of the Sub-Project Manager, Dhaka University Library, Dhaka-1000	BDT 2,00,000/- (Two Lac Only)
				Completion Time
				06 (Six) months
PROCURING ENTITY DETAILS				
27	Name of Official inviting Tender	Professor Dr. S.M. Zabed Ahmed, Sub-Project Manager (CP-3274)		
28	Designation of Official inviting Tender	Office of the Sub-Project Manager, Dhaka University Library, Dhaka-1000		
29	Address of Official inviting Tender	Office of the Sub-Project Manager, Dhaka University Library, Dhaka-1000		
30	Contact details of Official inviting Tender	Tel: +88 02 9661920-73/ 4262, Fax: +88 02 9667222 e-mail: spm.cp3274@du.ac.bd		