

WAVE Foundation
WAVE Foundation Head Office; 22/13 B, Block-B, Khilji Road,
Mohammadpur, Dhaka-1207, Bangladesh
Telephone: +880248110103; Fax: Ext, -123
E-mail: info@wavefoundationbd.org, Website: <https://wavefoundationbd.org>

INVITATION FOR TENDER (IFT) (Goods)

1	Project/Program Name	Gender Equality Transforms Climate Action (GETCA) Project				
2	Implementing Agency	WAVE Foundation				
3	Name of Procuring Entity	Director, Admin and HR Division, WAVE Foundation				
4	Procuring Entity District	Dhaka				
5	Invitation for Tender	Laptop, Desktop, Printer (Network), Printer (Normal) and Scanner.		Procurement of Goods	Lot:1	
		Executive Table, Executive Chair, Visitor Chair and File Cabinet.		Procurement of Goods	Lot:2	
6	Invitation Ref No.	WAVE Foundation/GETCA/2025/GD-101				
7	Date	01/05/2025				
KEY INFORMATION						
8	Procurement Method	Open Tendering Method-National OTM (N)				
FUNDING INFORMATION						
9	Budget and Source of funds	Swiss Agency for Development and Cooperation (SDC), Global Affairs Canada.				
10	Development Partner (if applicable)	GFA Consulting Group				
PARTICULAR INFORMATION						
11	Tender Package No.	GD-101				
12	Tender Package Name	Supply of Fixed Assets (Laptop, Desktop, Printer, Scanner, Executive Table, Executive Chair, Visitor Chair and File Cabinet).				
13	Tender Publication Date	01/05/2025				
14	Schedule Last Collection Date	13/05/2025	5:00 pm			
15	Tender Closing Date and Time	14/05/2025	3:00 pm			
16	Tender Opening Date and Time	14/05/2025	3:30 pm			
17	Name & Address of the office(s)	Address				
	- Selling Tender Document	WAVE Foundation Head Office; 22/13 B, Block-B, Khilji Road, Mohammadpur, Dhaka-1207, Bangladesh.				
	- Receiving Tender Document	WAVE Foundation Head Office; 22/13 B, Block-B, Khilji Road, Mohammadpur, Dhaka-1207, Bangladesh.				
	- Opening Tender Document	WAVE Foundation Head Office; 22/13 B, Block-B, Khilji Road, Mohammadpur, Dhaka-1207, Bangladesh.				
INFORMATION FOR TENDERER						
18	Eligibility of Tenderer	Tenderers shall have the legal capacity to enter into the Contract under the Applicable Law. -Tenderers shall have the relevant trade license registered in Bangladesh. -Tenderers shall have fulfilled its obligations to pay taxes under the provisions of laws and regulations of Bangladesh. - Other eligibility as per Tender Documents.				
19	Brief Description of Goods	Supply of Fixed Assets (Laptop/ Desktop, Printer, Scanner, Fan, Executive Table, Executive Chair, Visitor Chair and File Cabinet).				
20	Price of Tender Document (Tk.)	Free of Cost.				
21	Lot No.	Identification of Lot	Location	Tender Security Amount (Tk)	Tender Security “In Favor of’	Completion Time
	1	Laptop, Desktop, Printer (Network), Printer (Normal) and Scanner.	Dhaka, Barishal, Barguna, Patuakhali, Rajshahi and Naogaon.	Tk. 60000/= (Sixty thousand taka only)	WAVE Foundation	07 days from the date of contract signing.
	2	Executive Table, Executive Chair, Visitor Chair and File Cabinet.	1. Dhaka: WAVE Foundation Head Office. 2. Barisal: Bakerganj, Barishal Sadar, Banaripara. 3. Barguna: Amtoli, Patharghata, Bamna. 4. Patuakhali: Baufal, Dumki, Galachipa. 5. Rajshahi: Tanore, Godagari, Charghat. 6. Naogaon: Mohadevpur, Manda, Shapahar.	Tk. 30000/= (Thirty thousand taka only)		14 days from the date of contract signing.
PROCURING ENTITY DETAILS						
22	Name of Official Inviting Tender	A F M Iftekhar Hossain				
23	Designation of Official Inviting Tender	Director, Admin and HR Division				
24	Address of Official Inviting Tender	WAVE Foundation Head Office; 22/13 B, Block-B, Khilji Road, Mohammadpur, Dhaka-1207, Bangladesh.				
25	Contact details of Official Inviting	Tel: +880248110103	Fax Ext, - 123	Email: info@wavefoundatio bd.org	Website: https://wavefoundationbd.org	
26	Jurisdiction of the Procuring Entity: - Incomplete or partial tenders will be rejected. - The authority reserves the right to accept or reject any or all of the tender, or annul the tender process at any stage without assigning any reason(s) whatsoever, and without incurring any liability to the affected firm(s) or organization(s).					

A F M Iftekhar Hossain
Director, Admin and HR Division
WAVE Foundation