



## **Bangladesh Red Society**

### **National Head Quarters**

684-686, Red Crescent Sarak, Bara Maghbazar, Dhaka – 1217, Bangladesh  
Mob: +8801818595926, Tel: +880 2 8333310 Fax: +880 2 9341631

## **Tender Document**

**TENDER TITLE: INSTALLATION/CONSTRUCTION OF CONSTRUCTION OF CLIMATE-SMART LATRINE AT COMMUNITY LEVEL UNDER THE NATURE PULSE PROJECT IN BARGUNA, PATHARGHATA SADAR UNION, WARD-6 (PURBO-PADMA, PACHIM PADMA & BAHIR CHAR) & TALTOLI UPAZILA WARD -2 & 3 (MODHA NIDRA, DAKHIN NIDRA & EDUPARA)**

**Tender Ref. NO:** *Ref. NO.: Pro. (Log.)170/2026, TENDER ID NO-23/2026, Date:03/06/2026*

**Tender Method:** Opened Tender (Two Envelope)





**Bangladesh Red Crescent Society (BDRCS)**  
**National Headquarter (NHQ)**

684-686, Red Crescent Sarak, Bara Moghbazar, Dhaka-1217, Bangladesh  
PABX: +88-02-48310188-9, Ext: 222, 258, Direct: +88-02-8333430, Web: www.bdracs.org

Ref. NO.: Pro. (Log.)170/2026, TENDER ID NO-23/2026, Date:03/06/2026

**Tender Documents**

Tender Schedule Purchase detailed (bKash Transition reference):

Mobile Number	
bKash Transaction number	
Date and Time	
Amount of BDT	

The Bangladesh Red Crescent Society invites sealed tenders from the contractors for “Construction of Climate-Smart Latrine at House Hold Level in Barguna District, DCRM Department” under Nature Pulse (NP) Project, DCRM Department, BDRCS supported by British Red Cross (BRC) as per tender notice and following terms and conditions-

1. **Tender Title: “Construction of Climate-Smart Latrine at House Hold Level in Barguna District, DCRM Department”** for Location : Village : Purbo-Padma, Paschim-Padma & Bahirchar under Patharghata Upazilla - 12 Sets and Location : Village Edupara, Dakkhin Nidra & Moddha Nidra under Patharghata Upazilla - 12 Sets @ **total 24 Sets** , Barguna District.

**2. Scope of Works:**

Sl. No.	Name of the work	Description of Works	Target quantity of Construction of HH Latrine Work	Completion Period
1.	Construction of climate-smart Latrine at House Hold Level	“Construction of Climate-Smart Latrine at House Hold Level in Barguna District, DCRM Department”, Location : Village: Purbo-Padma, Paschim-Padma & Bahirchar under Patharghata Upazilla - 12 Sets and Location: Village: Edupara, Dakkhin Nidra & Moddha Nidra under Patharghata Upazilla - 12 Sets @ total 24 Sets , Barguna District	24 Nos	60 days after handing over the project site
Total			24 Nos	

**Special Note:** The above quantity may be increased or decreased with the final order. The products must be of sound, fair and desired quality with linkage drain for intended use. Detailed specification is attached in Annexure-1.



3. **Technical Specifications of the items:** Attached Specification/Bill of Quantity and drawing/design is (Annexure-A&B) for the “**Construction of Climate-Smart Latrine at House Hold Level in Barguna District, DCRM Department**” must be followed. You must state clearly in your tender documents that your offer meets all the required specifications.

**Availability of Tender Documents/Schedule:** Tender documents/Schedules with detailed information will be available from **07/06/2026** at the BDRCS website: [www.bdracs.org](http://www.bdracs.org). Tender Schedule download link <https://bdracs.org/tender/>. Interested bidders are requested to download the tender schedule and a Tender Schedule purchase fee of **BDT. 2,000.00 (Two Thousand only)** for the “**Construction of Climate-Smart Latrine at House Hold Level in Barguna District, DCRM Department.**” of Location : Village : Purbo-Padma, Paschim-Padma & Bahirchar under Patharghata Upazilla - 12 Sets and Location : Village Edupara, Dakkhin Nidra & Moddha Nidra under Taltoli Upazilla - 12 Sets @ **total 24 Sets** , Barguna District. Non-refundable, and it should be paid through bKash number **01894-806393** (BDRCS Merchant Account). **Please mention the bKash transaction reference number in the tender schedule or attach the Screen shot copy with the tender schedule.**

4. **Pre-bid Meeting:** A pre-bid meeting will be held at **11:00 AM on 18 June 2026** in the Logistics Department Meeting Room, NHQ, BDRCS. The interested bidder(s) are requested to be present in the meeting.
5. **Tender Submission:** Sealed Tender (with signed BOQ/Specifications, drawing/design-Annexure-A & B) will be received in the tender box at Logistics Dept. at NHQ, BDRCS, Dhaka latest at **12:00 pm on 22 June 2026** marking on top of envelop- “**Construction of Climate-Smart Latrine at House Hold Level in Barguna District**” must be accompanied by all the information/documents as per tender schedule.
6. Tender will be opened at **12:15 pm on 22 June 2026** in the Logistics Department Meeting Room at NHQ, BDRCS in presence of bidders if any
7. **Tender Evaluation:** Tender will be evaluated as BDRCS Standing Order stated for procurement guideline:
- 7.1. Tender will be evaluated technically & financially, and tender must be submitted with financial offer and technical offers in 2 sealed separate envelopes marking on envelope with title (Technical or Financial) respectively. Both the envelopes will be put in a bigger envelope with writing the name of **addressee/PRAPAK** on said envelope right side sender or your firm’s name must be mentioned on envelope left side. Financial offers will be opened only for the technically qualified bidders.
- 7.2. A Standing Procurement Committee (SPC) will open the tenders, including withdrawals and modifications, at the time, date, and location stipulated in the Invitation for Tender. Technical offers will be opened and based on the technical evaluation report & recommendation of the SPC, the financial offers will be opened for the final evaluation process. Total evaluation marks are 100 where 70% and 30% weightages will be considered for the Technical & financial evaluation. A sheet of criteria for **the technical assessment of bids is attached in these tender documents.**
- 7.3. The bidders who will get minimum 70% marks/Score for technical evaluation to be considered for further financial evaluation steps.
8. **Construction place:** Construction of Climate-Smart Latrine at House Hold Level in Barguna District of **Location : Village : Purbo-Padma, Paschim-Padma & Bahirchar under Patharghata Upazilla - 12 Sets and Location : Village Edupara, Dakkhin Nidra & Moddha Nidra under Taltoli Upazilla - 12 Sets @ total 24 Sets** , Barguna District under DCRM Department, BDRCS. The contractor/tenderer/supplier shall bear all costs arising from the point of pickup from manufacturer, store through delivery and full **Construction of Climate-Smart Latrine at House Hold Level in Barguna District** fitting & fixing. The contractor/supplier shall be responsible for mobilizing manpower and materials and its insurance for the works needed.

**Project / Work Completion Schedule:** The work should be started within **05 (Five) calendar days** after signing the agreement/ work order and must be completed within **60 Calendar days**.



**10. Language:** All documents, markings and labeling should appear in English and Bangla (where applicable).

**11. Price:** Price should be quoted per unit (or total works and total price) in Bangladeshi Taka inclusive of all costs loading, unloading, transportation of construction materials, VAT, taxes, duties, levies, materials, labor, wages, and insurance etc. for delivery/construction at the destinations mentioned above. VAT and income tax will be deducted at source as per Government rules while making payment. For simplicity you can quote your rate as per the **Sample Rate** table with specification/BoQ given as attached (Annexure-C).

**12. Required Documents/Certificates:** The documents/certificates required to support your tender are:

- a. Valid Trade License.
- b. Valid TIN Certificate
- c. VAT registration certificate.
- d. Proof of submission of TAX return.
- e. Bank solvency Certificate.
- f. Forwarding in letter head pad.

**13. Validity:** Your offer must remain valid for 12 months from the date of opening of the tender/offer. Management can extend the validity time of the tender if required.

**14. Inspection:** Goods, materials must meet the required specifications and inspection results must conform to our standard specifications attached to this BoQ (Annexure-C), Engineer or concerned supervising authority will supervise & certify the works as per work order. Each linkage drain is to be completed as per drawing, design and significant instructions by the Engineer-in-charge or assigned engineers of BDRCS.

**15. Penalty for Delay Completion:** Construction of work/arrival of goods after agreed delivery schedule will be brought under penalty maximum **0.20%** per day for delay up to final completion of works.

**16. Payment:**

1. Interim Payment:

- No advance or mobilization money shall be paid.
- After Completion of 60% of total Construction work 50% of the Payment will be provided by BDRCS.
- The application must be supported by a partial completion certificate issued by the BDRCS/NP Project Engineer and duly endorsed by the concerned BDRCS officer.

2. Final Payment:

- After successful completion of the whole Work payment shall be made within 30 days of receiving the commercial invoice from you and work completion certificate from BDRCS Engineer and duly endorsed by BDRCS concerned officials.
- Remaining payment will be made after 100% completion of the construction work.
- While collecting the payment you must bring the money receipt and a revenue stamp of BDT.10 (Ten) only.

**17. Your Offer should clearly State the following:**

- a. Price should be competitive and net after deduction any discount and should be inclusive of all cost, taxes, and VAT (Please refer to clause 12 with BoQ-Price).
- b. Firm signature, dates, stamp for starting and completion of work in your plan (Clause 12(i)).
- c. Specifications for each item: Confirmation to comply with the quality and required specifications as per Annexure: (C) if you meet the specifications. If not, state clearly.

**All necessary documents concerning your business/trade and showing your experience, financial and technical ability to do the work.**



**18. Pertinent Information:**

- a) **Construction of Climate-Smart Latrine at House Hold Level in Barguna District** under DCRM Department, BDRCS. Therefore, it is essential that construction/works are completed as a matter of urgency.
- b) **The BDRCS authority reserves the right to split up the order among Contractor/suppliers if necessary.**

**19. Tender Security Money/Bid Amount:** Bidders must submit tender security money @ 2.5% of the total quoted amount along with **Financial Offer** in the form of Bank Guarantee/Pay Order/Demand Draft in favor of the Bangladesh Red Crescent Society from any scheduled bank. If Pay order attached with the Technical Offer then it will count as Non-Responsive. Cheque will not be accepted. Bid amount of unsuccessful bidders will be returned as soon as the contract (s) is signed with the successful bidder(s).

**20. Performance Security Money/Performance Bond:** The successful bidder(s) will have to deposit 7.5% of the value of the order as performance security in the form of a pay order/demand draft/Bank Guarantee from the scheduled bank in favor of **Bangladesh Red Crescent Society** at the time of signing the construction/work of contract agreement. This security money/performance bond will be refunded after 06 (Six) months defect liability period of satisfactory completion of the total contract. If the contract is partially cancelled due to the non-performance by the supplier, all rights of refund of security money will be forfeited.

**21. Notification of Award:**

- a. Prior to the expiry of the tender validity period and within seven (7) working days of receipt of the approval of the award by the Approving Authority, the Purchaser pursuant to Rule 102 of the public procurement Rules 2008, shall issue the Notification of Award (NOA) to the successful tenderer.
- b. The Notification of Award, attaching the contract as per the sample Form-13 to be signed, shall state:
  - i. The acceptance of the tender by the Purchaser.
  - ii. The price at which the contract is awarded.
  - iii. The amount of the Performance Security and its format,
  - iv. The date and time within which the performance security shall be submitted; and
  - v. The date and time within which the contract shall be signed
- c. The Notification of Award shall be accepted in writing by the successful Tenderer within seven (7) working days from the date of issuance of NOA.
- d. Until a formal contract is signed, the Notification of Award shall constitute a Contract, which shall become binding upon the furnishing of a Performance Security and the signing of the Contract by both parties.
- e. *The Notification of Award establishes a Contract between the Purchaser and the successful Tenderer and the existence of a Contract is confirmed through the signature of the Contract Document that includes all agreements between me BDRCS and the successful Tenderer.*

**22. All or None Clause:** The BDRCS reserves the right to accept or reject any or all offers, and the lowest bid need not be accepted without assigning any reason. Failure to comply with any of the above requirements will justify rejection of the quotation. Should your offer be accepted, you will be required to sign, stamp, and return our formal Construction Order/Contract confirming your acceptance of the agreed terms and conditions.

**23. Last Date for submitting offers:** Your quotation/offer completes in all respect must be received in tender box latest by **22 June 2026** not later than at **12:00 pm** in sealed envelope to the following addresses:

Director,  
Logistics Department  
Bangladesh Red Crescent Society  
684-686, Red Crescent Sarak,  
Bara Moghbazar,  
Dhaka-1217, Bangladesh.



With marking on top of the envelope “**Construction of Climate-Smart Latrine at House Hold Level in Barguna District,**” under DCRM Department, BDRCS. Offers not addressed and sent as such may not be considered. Do not send your offer by fax and/or by email. Please acknowledge receipt of this request and indicate your intention to bid. Our telephone numbers for further information: Tel.+88-02-8333430 (222/258).

**24. Tender Opening:** On **22 June 2026 at 12:15 pm** in the Logistics Department Meeting Room, BDRCS (684-686, Red Crescent Sarak, Bara Magbazar, Dhaka-1217) in presence of bidder or one authorized representative of each bidder (if any). If it is not possible to open the tender on the said date & time for any unavoidable circumstances then the tender will be opened on the next office day at the same time, same venue.

**25. Principles of Conduct Clause:** Contractor/Supplier seeking to work with the BDRCS shall respect the following principles:

- a) **Business Ethics:** Supplier is expected to maintain the highest degree of business ethics when working with the BDRCS.
- b) **Transparency of information provision:** Supplier shall not be involved in any fraudulent activities, misrepresent information or facts for the purpose of influencing the selection and contract awarding process in its favour.
- c) **Fair competition:** Supplier shall not be involved in any corrupt, collusive, or coercive practices.
- d) **Officials not to benefit:** The Supplier represents and warrants that no official of the BDRCS has been, or shall be, admitted by the supplier to any direct or indirect benefit arising from this Tender, Purchase Order/Contract, or the award thereof. The Supplier agrees that breach of this provision is a breach of an essential term of this Construction Order/Contract. If at any time during the registration or procurement process the BDRCS determines that the supplier is in violation of the above-mentioned principles, that supplier’s request for registration or bid may be rejected as ineligible. All costs in relation to the cancellation of contracts shall be borne by the bidder/Contractor.

**26. Confirmation:** Please acknowledge your acceptance to bid by signing the tender document along with the terms and conditions and attach it with your quotation (along with forwarding in your firm’s letter pad).

**27. Terms and General Conditions:** Please state in your quotation very clearly of your acceptance of Bangladesh Red Crescent Society (BDRCS)’s attached Terms and General Conditions through signing tender documents.

**28. General Condition:** BDRCS reserves the right to accept proper quality and increase or reduce the quantity of goods and cancel the order in any violation of the terms and conditions.

Thanks, and best regards,



**Dr. Kabir M Ashraf Alam ndc**

**Secretary General**

Date: .....

**Enclosures:**

Annexure-A: Tender Notice.

Annexure-B: Criteria for the Technical Assessment of the bids.

Annexure-C: Specifications/BoQ (C)

Annexure-D: Design of Drainage line Construction.



# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

Annexure-A

Criteria for the technical assessment of the bids:

### Technical & Financial Contractor Assessment

#### Contents

- Form 1** Clarity and completeness of the bid, Overall profile/reputation of the company & Presentation of Tender documents /submission quality.
- Form 2** Power of Attorney
- Form 3** Financial Identification
- Form 4** Legal Information
- Form 5** **Personnel to be employed on the contract tendered for**
- Form 6** Technical Qualification - Work Plan and Programme
- Form 7** **Technical Specification of the Construction and Renovation Materials**
- Form 8** **Technical Qualification - Quality Assurance System**
- Form 9** Technical Qualification - Concept for Safety of Workers on Site
- Form 10** **Equipment and Machineries List**
- Form 11** **Environmental Responsibility**
- Form 12** **Notification of Award**

**Reference Sheet-1:** Criteria for the technical assessment of the bids.

#### Notice to Tenderers

1. All questions contained in the forms must be answered by the tenderer.
2. If a question does not apply, "not applicable" should be entered.
3. Financial data and declarations presented by the tenderer must be consistently given in Bangladeshi Taka (BDT).
4. Requested documentation/certificates/proof must always be accompanied by a relevant translation in the English language.
5. The person(s) signing this questionnaire guarantees the truthfulness and accuracy of all the statements made.
6. The accuracy of the answers to the questionnaire, their completeness and the attached documentation will be considered in the financial and technical evaluation of the contractor.
7. The attention of Tenderer is also drawn to the fact that the absence of important data may cause their rejection from further evaluation (non-compliance).
8. Untrue information, discovered at a later stage, can lead to the cancellation of the contract.





# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

Form 2      Power of Attorney

Please attach here the power of attorney empowering the signatory of the tender and all related documentation.

Date, Signature:

\_\_\_\_\_ *(a person authorised to sign on behalf of the tenderer)*



# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

Form 3

Financial Identification

### Account Holder

Name \_\_\_\_\_

Address \_\_\_\_\_

Town/City \_\_\_\_\_

Country \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone \_\_\_\_\_

E-Mail \_\_\_\_\_

### Bank

Bank Name \_\_\_\_\_

Branch Address \_\_\_\_\_

Town/City \_\_\_\_\_


Country \_\_\_\_\_

Account Number \_\_\_\_\_

IBAN \_\_\_\_\_

Date and Signature of account Holder  
(Obligatory)

Bank Stamp and Signature of Bank Representative  
(Both Obligatory)



# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

### Form 4 Legal Information - for PRIVATE Companies

Type of Company \_\_\_\_\_

Non-Governmental Organisation (NGO) Yes / No \_\_\_\_\_

Name(s) \_\_\_\_\_

Abbreviation \_\_\_\_\_

Address of Head Office \_\_\_\_\_

Postal Code \_\_\_\_\_

P.O. Box \_\_\_\_\_

City \_\_\_\_\_

Country \_\_\_\_\_

VAT No. \_\_\_\_\_

Place of Registration \_\_\_\_\_

Date of Registration \_\_\_\_\_

Registration No. \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

It is **mandatory** to include a copy of an OFFICIAL DOCUMENT (such as Official Gazette, Register of Companies, etc.), showing the contractor's name and address and registration number and contractor grade, given to it by the NATIONAL AUTHORITIES and a copy of the VAT Registration Document - if the VAT number does not appear in one of the official documents mentioned above.

Date, Signature: \_\_\_\_\_

*(a person authorised to sign on behalf of the tenderer)*





# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

**Form 5**      **Personnel to be employed on the contract tendered for**

Position / Name	Nationality	Age	Highest Education / Degree	Years of experience (with the company / in construction)	Major works for which responsible (project/value)
<b>Site Supervisor</b>					
<b>Assistant Supervisor</b>					
<b>Quality Control</b>					
<b>Others responsible for .....</b>					
<b>Others responsible for .....</b>					
<b>Others responsible for .....</b>					

Date, Signature: \_\_\_\_\_

(a person authorised to sign on behalf of the tenderer)

*(Handwritten Signature)*



# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

**Form 5**      **Professional Experience of Key Personnel** to be employed on the contract tendered for

**Curriculum Vitae** (for maximum 3 persons, max. 3 pages each, no annexes)

1. Proposed position in the contract:
2. Surname, Name:
3. Date and place of birth:
4. Nationality:
5. Address, Tel., E-mail:
6. Higher Education:

Date: From / To	Institution:	Degree:

7. Language skills (rating: 1=fluent, 2=good, 3=working knowledge, 4 poor)

Language	Verbal understanding	Speaking	Writing

8. Other skills (such as computer literacy, special construction skills, etc.):

9. List similar positions held in the past (as is proposed under point 1).

Position held	Project	Country	Starting year/duration (years)




10. Specific experience in the type of construction of this tender:

Type of construction	Project	Country	Duration (years)
<i>Such as housing, roads,</i>			
<i>Hospital, warehouse</i>			
<i>construction etc.</i>			

11. Total number of years of professional experience: \_\_\_\_\_

12. Relevant professional experience not mentioned under point 9. or 10.

Position held	Project	Country	Duration (years)

13. Name, Title, Company and Tel-no. of 3 Referees:

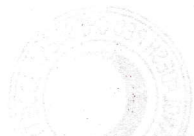
13.1 \_\_\_\_\_

13.2 \_\_\_\_\_

13.3 \_\_\_\_\_

Date, Signature: \_\_\_\_\_

(The person mentioned in the CV, or a person authorised to sign on his/her behalf)



# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

### Form 6      Technical Qualifications - Work Plan and Programme

Give a brief outline of your programme for the completion of the works in accordance with the proposed method of construction and stated time of completion.

Date, Signature: \_\_\_\_\_

*(a person authorised to sign on behalf of the tenderer)*

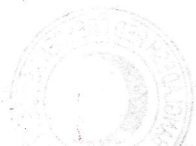


Attach a **bar chart or Calendar of Work Plan** representing the construction programme and detailing the relevant activities, dates, allocation of labour and plant resources and indicate rainy seasons and harvest times in the chart.

The Gantt Chart Should Show time frame with different Activities and phase for construction of each building (how long it will take to construct)

Date, Signature:

\_\_\_\_\_ *(a person authorised to sign on behalf of the tenderer)*



A handwritten signature in black ink is located in the bottom center of the page. The signature is stylized and appears to be the initials 'SM' followed by a flourish.



If the Tenderer plans to subcontract part of the works, he must provide the following details:

Work intended to be subcontracted	Name, address, and Tel. of subcontractors	Value of subcontract as percentage of the total tender price	Experience in similar work

Date, Signature:

\_\_\_\_\_ (a person authorised to sign on behalf of the tenderer)



# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

Form 7

Technical Specification: Construction/ Renovation Materials

SI No	Name of the Materials	Technical Specification (To be mentioned by the bidders)
1	Cement (waterproof, salinity resistant)	Brand: Country of Organ: Category (OPC/PCC/Others): Fly Ash Percentage:
2	Deformed Bar	Brand: Country of Origin: Size: Weight: Grade:
3	Weather/plastic Paint	Brand: Country of Organ: Size: Weight:
5	Eco-friendly bricks (solid block brick)	Brand: Country of Organ: Size: Weight: Colour:
6	Squatting Pan Ceramic (long white pan)	Brand: Country of Organ: Size: Weight: Colour:
7	CGI Sheet (0.32-0.40mm)	Brand: Country of Organ: Size: Weight: Colour:
8	uPVC pipe	Brand: Country of Organ: Size: Weight: Colour:

Date, Signature: \_\_\_\_\_

(a person authorised to sign on behalf of the tenderer)



*(Handwritten signature)*

# Bangladesh Red Crescent Society

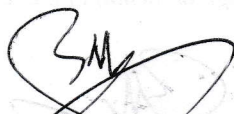
## National Head Quarter (NHQ)

### Form 8 Technical Qualification - Quality Assurance System

Please provide hereunder details of the quality assurance system(s) proposed to use to ensure successful completion of the works.

Date, Signature: \_\_\_\_\_

*(a person authorised to sign on behalf of the tenderer)*





# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

### Form 10 Technical Qualifications - Concept and Enforcement Strategy for Safety of Workers on Site

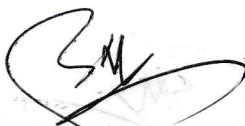
Please elaborate on the company's policy for ensuring the safety of workers on site.

*The following questions give a guideline on safety measures/policies which are of concern to the BDRCS:*

1. *State the company's safety policy for workers on site.*
2. *List the company's safety equipment (such as: safety shoes, gloves, helmets, welding shields etc.) and explain how their use on site is enforced.*
3. *How does the company enforce the ban of child labour on the construction site for his and his sub-contractor's labour force?*
4. *Detail the company's policy on fair treatment of migrant workers (if employed on site). How is this policy ensured with his sub-contractors? (State the established wage levels, etc.)*
5. *How does the company enforce the ban of hard labour for women for his and the sub-contractor's labour force?*
6. *State specific safety measures, that the company enforces on site, such as:*
  - *Immediate removal of nails from shuttering boards.*
  - *Use of metal scaffolding.*
  - *Safety measures in deep trench excavations*
  - *(Please continue...)*

Date, Signature:

\_\_\_\_\_ (a person authorised to sign on behalf of the tenderer)



# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

### Form 11      Technical Qualification - Environmental Responsibilities

Please elaborate on the company's policy for an environmentally friendly implementation of the construction work.

**Example:**

1. *Procurement of timber exclusively from renewable sources.*
2. *Economically friendly solid and liquid construction waste disposals such as paints, thinners etc.*
3. *Use of steel scaffolding to reduce wastage of wood etc.*

Date, Signature: \_\_\_\_\_

*(a person authorised to sign on behalf of the tenderer)*

*SM*



**Bangladesh Red Crescent Society**  
**National Head Quarter (NHQ)**

Form 12

**Notification of Award**

Contract No:

Date:

To:

*[Name of Contractor]*

This is to notify you that your Tender dated *[insert date]* for the Construction of Primary Health Care Centre for *I name of contract]* for the Contract Price of Tk *[state amount in figures and in words]* as corrected and modified in accordance with the Instructions to Tenderers, has been approved by *[ BDRCS Authority]*.

You are thus requested to take following actions:

- i. Accepts in writing the Notification of Award within five (5) working days of its issuance.
- ii. Furnish a Performance Security in the amount of Tk *[state amount in figures and words]*. Within 05 days from issue of this Notification of Award but not later than *(specified date)*.
- iii. sign the Contract/Work Order within Seven (7) days of issuance of this Notification of Award but not later than *(specify date)*

You may proceed with the execution of the Renovation works only upon completion of the above tasks. You may also please note that this Notification of Award shall constitute the formation of this Contract, which shall become binding upon you.

We attach the draft Contract and all other documents for your perusal and signature.

Signed

Duly authorized to sign for and on behalf of  
*[name of Purchaser]*

Date:





# Bangladesh Red Crescent Society

## National Head Quarter (NHQ)

Annexure-B

### Technical Qualifying Content/Marks

Criteria		Score	
<b>1.</b>	<b>General Information</b>		<b>5</b>
1.1	Clarity and completeness of the bid, Overall profile/reputation of the company & Presentation of Tender documents /submission quality - Form 1	1	
1.2	Power of Attorney - Form 2	1	
1.3	Financial Identification – Form 3	2	
1.4	Legal Information – Form 4	1	
<b>2.</b>	<b>Personnel - Form 5 (Qualification &amp; Experience of Key Personnel)</b>		<b>10</b>
2.1	Information about their manpower & their experience	5	
2.2	Information about persons to be deployed for tendered project	2	
2.3	CV's of Key Personnel Submitted	3	
<b>3.</b>	<b>Technical Qualifications</b>		<b>24</b>
3.1	Work Plan & Programme with bar chart - Form 6	4	
3.2	Technical Specification of the Renovation Materials- Form 7	4	
3.3	Quality Assurance System - Form 8	4	
3.4	Equipment & Machinery- Form 9	5	
3.5	Safety of workers - Form 10	3	
3.6	Environmental Responsibility- Form 11	4	
<b>4.</b>	<b>Work Experience of the Company</b>		<b>31</b>
4.1	Bidders should have at least 3 years' experience in construction Works (Civil).	10	
4.2	Value of work executed in last 3 years (TOTAL ESTIMATED VALUE OF Works × 1.5=15 MARKS)	15	
4.3	Latest Annual TAX Return Certificate/Acknowledge	3	
4.4	Experience with BDRCS /IFRC/BRITISH RED CROSS/GRC/BRC and PNSs/INGOs/Govt./Semi Govt	3	
		<b>Total</b>	<b>70</b>

**Note:** Required work experience of the Company/Contractor/Vendor 03 years practical experience in similar types of construction works and having an average annual turnover of BDT 3 million in the preceding 3 years. (2018-2025)



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# Bangladesh Red Crescent Society (BDRCS)

## National Headquarter (NHQ)

684-686, Red Crescent Sarak, Bara Moghbazar, Dhaka-1217, Bangladesh.

**Specifications of the Construction of House Hold Latrine at Community Level in Barguna District, DCRM Department:**

ANNEX-1

<b>Summary of BoQ</b>		
Sl no	Description	Amount (BDT)
	Construction of HH Latrine at Purbo-padma & Paschim padma, Bahirchar Under Patharghata upazila, Moddha Nidra, Dakhine Nidra & Edupara under Taltoli upazila, Barguna district. Details specifications are attached	
	<b>Total cost for 01 HH Latrine in BDT =</b>	
	<b>Total Household Latrine work (24 nos) x Total cost (for 01) in BDT =</b>	
<b>In Ward:</b>		

*[Handwritten signature]*



**BoQ of HH Latrine :**

Sl.	Description	Unit	Quantity	Rate	Amount
1	<b>Earth work</b> in excavation in all kinds of soil for foundation trenches including layout, providing center lines, local bench-mark pillars, levelling, ramming and preparing the base, fixing bamboo spikes and marking layout with chalk powder, providing necessary tools and plants, protecting and maintaining the trench dry etc., stacking, cleaning the excavated earth at a safe distance out of the area enclosed by the layout etc. Earthwork in excavation in foundation trenches up to 1.5 m depth and maximum 10 m lead. all complete and accepted by the Engineer-in-charge	Cum	0.64		
2	<b>One layer of Concrete Solid Block Eco-Bricks Soling (BFS)</b> having minimum compressive strength of 15 MPa and water absorption not greater than 7% of size (240 x 114 x 70) mm in ground floor/ foundation including preparation of bed and filling the interstices with fine sand (F.M.= 0.8), leveling etc. all completed by the contractor and accepted by the Engineer-in-charge.	Sqm	1.62		
3	<b>Mass concrete (1:2:4)</b> in foundation or in floor with cement, sand (F.M. 1.2) and picked jhama brick chips including breaking of chips, screening, mixing, laying, compacting to required level and curing for at least 7 days including the supply of water, electricity, costs of tools & plants and other charges etc. all complete and accepted by Engineer-in-charge. (Cement: CEM-II/B-M)	Cum	0.91		
4	<b>Earth filling</b> in foundation trenches and plinth in 150 mm layer with earth available within 90 m of the building site to achieve minimum dry density of 95% with optimum moisture content (Modified proctor test) including carrying watering, leveling, dressing and compacting to a specified percentage each layer up to finished level etc. all complete and accepted by Engineer-in-charge.	Cum	0.10		
5	<b>250mm thick Concrete Solid Eco-Bricks wall works</b> having minimum compressive strength of 15 MPa and water absorption not greater than 7% of size (240 x 114 x 70) mm, laying with specified mortar of cement and sand in a ratio 1:5 (sand not less than F.M = 1.2) and minimum thickness of 12 mm in foundation and plinth, filling the joints/ interstices fully with mortar, racking out the joints and curing for minimum 3 (three) days on mortar joints by jute /brush in wet, followed by impervious /wet covering for another 4 (four) days curing etc. all completed by the contractor and accepted by the Engineer-in charge.	Cum	2.55		
6	<b>125mm Eco-Bricks Wall</b> with Concrete Solid Block having minimum compressive strength of 15 MPa and water absorption not greater than 7% of size (240 x 114 x 70) mm, laying with specified mortar of cement and sand in a ratio 1:5 (sand not less than F.M =1.2) and minimum thickness of	Sqm	16.36		



	12 mm, filling the interstices with mortar and making bond with connecting walls /frames including necessary scaffolding and curing for minimum 3 (three) days on mortar joints by jute /brush in wet, followed by impervious /wet covering for another 4 (four) days curing etc. all completed by contractor and accepted by the Engineer-in-charge.(CEM-II/A-M)				
7	<b>Sand filling</b> in plinth box with sand having minimum F.M. 0.8 in 150 mm layers including leveling, watering and compaction to achieve minimum dry density of 95% with optimum moisture content (Modified proctor test) by ramming each layer up to finished level as per design supplied by the design office only, all complete and accepted by the Engineer-in-charge.	Cum	1.59		
8	Minimum 12 mm thick cement sand (F.M. 1.2) <b>plaster (1:4)</b> with fresh cement to both inner-and outer surface of wall with NCF , finishing the corner and edges including washing of sand, cleaning the surface, curing at least for 7 days, cost of water, electricity, scaffolding and other charges etc. all complete in all respect as per drawing and accepted by the Engineer-in-charge. (Cement: CEM-II/B-M)	Sqm	51.16		
9	<b>Paint Work:</b> Interior/ Exterior standard acrylic emulsion paint (plastic/weather coat or matt finish) of approved best quality and colour delivered from authorized local agent of the manufacturer in a sealed container; applying to interior wall and ceiling with surface preparation including cleaning drying, making free from dirt, grease, wax, removing all chalked and scaled materials, fungus, mending good the surface defects using sand paper and necessary scaffolding; applying necessary interior sealer of specified brand on prepared surface; then applying necessary interior putty of specified brand for levelling, spot filling, crack filling and cutting by sand paper/zero water paper; finally applying 2 coats of interior emulsion paint spreading by brush/roller/spray & necessary scaffolding etc. upto desired finishing, elapsing specified time for drying or recoating; all complete in all floors and accepted by the Engineer-in charge.	sqm	41.12		
10	<b>Wood Works:</b> Supplying matured seasoned wood and making roof truss as per toilet size including supplying, fabricating and hoisting, scaffolding, fitting and fixing in position with nail, nuts, etc. all complete and accepted by the Engineer-in-charge. (2.5" x 2.5" rafter,2.5" x 2.5" Purlin, 2.5" x 2.5" rafter frame outer to outer in the wall).	Cum	0.08		
11	<b>Supply fitting &amp; fixing 0.32mm thick Green Color CGI</b> (size (7'-0" x 2'-8")) in wood roof frame. 0.32mm thick CGI green color sheet having Zinc coating 120gr/m <sup>2</sup> in each side,Hardness is 85 HRB Minimum 85 produced and marked according to Bangladeshi standard. Nominal depth of corrugation 18mm (tolerance ± 1.5mm) according to Bangladeshi standard, Nominal pitch of corrugation 76.2mm (tolerance ± 1.5mm) according to Bangladeshi standard ,No of Corrugation ½ +10 + ½, Width of sheet 800 mm (tolerance ± 10mm).All complete and accepted by the	Each	2.0		



	engineer.and each 0.32mm CGI color sheet is 3.9-4.00 kg weight.				
12	<b>RCC Ring</b> - outer diameter of 36", inner diameter of 33", thick 1.5" and height of 12" Rebars of No 10 wire (40 graded plain bars). 3 pieces 8'-3" long/horizontal and 5pieces 0'-9"long/vertical rebar will be used as per drawing. The concrete work will be with cement (OPC/PCC per bag-50kg) , sand (minimum FM 1.20) and 12 mm downgraded 1st class/picked jhama brick chips having a in mixing ratio of 1:2:4, curing for 14 days after manufactured & watering at least 3 times/day.	Each	9.0		
13	<b>RCC Slab:</b> Manufacturing and supplying of RCC pit Cover of 36" diameter and 75 mm thickness (mixing ratio 1:2:4) The concrete work will be with cement (OPC/PCC per bag-50kg) , sand (minimum FM 1.20) and 12 mm downgraded 1st class/picked jhama brick chips including casting, curing for requisite period, fixing in position etc.	Each	3.0		
14	Supply fitting & fixing Ms bar fabrication 10mm Ø ms bar 60 grade	KG	20.0		
15	Supplying, of Bangladesh pattern, long white pan with foot-rest, size-540 x 425 x 270 mm, with cement mortar (1:4) and with wire mesh or rods, if necessary including making holes wherever required and mending good the damages and fitting, fixing, finishing etc. complete with all necessary fittings and connection approved and accepted by the Engineer.	Each	1.0		
16	Supplying, fitting and fixing of 110 mm inside diameter & wall thickness 3.0 mm - 3.7 mm best quality uPVC soil pipe	Rm	15.0		
17	Supplying, fitting and fixing of 150mm inside diameter & wall thickness 2.7 mm - 3.4 mm best quality uPVC	Rm	3.0		
18	Supply fitting and fixing steel door (6'-0" x 3'-0") in toilet as per acceptance of E-I-C	Each	1.0		
19	Supply and fitting uPVC 4" Long trap	Each	1.0		
20	6" elbow	Each	2.0		
21	4" elbow	Each	4.0		
22	2" uPVC vent pipe with cap	Rm	8.0		
23	Supply fitting and fixing 1" tread pipe as per instruction E-I-C	Rm	3.0		
24	Supply fitting and fixing 1"/3/4"/2" elbqw /Tree	Each	7.0		
25	Supply & fittings 1/2" PVC tap/bip cock	Each	3.0		

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26	Supply & fittings 4" dia grating and soap case	Each	2.0		
27	Supply and fixing Hardware & Accessories: (nail with cap, scrow, washer, concrete nail)	KG	5.0		
28	<b>Name Plate:</b> Inscribing writing the name of the project and other necessary information in english on outside front face of the Latrine (8" x 6" size) on tiles	PSC	1.0		
<b>For One (01) HH Latrine cost in BDT:</b>					
<b>In ward:</b>					

*Bidder Signature :*

*Name :.....*

*Name of the Firm :.....*

*Address :.....*

*.....*

*Cell Phone:.....*

*E-mail (if yes):.....*

*(Organization stamp)*

**Annexure-D : As Relevant Design (Attached)**

