

View IFT /PQ / REOI / RFP / PPS Notice Details

Ministry :	Ministry of Housing and Public Works	Division :	
Organization :	Chittagong Development Authority	Procuring Entity Name :	Project Director (Master Plan)
Procuring Entity Code :		Procuring Entity District :	Chattogram
Procurement Nature :	Physical Services	Procurement Type :	NCT
Event Type :	PPS		
PPS for selection of	Consulting firm		
PPS No. :	25.47.1500.071.76.076.25		
App ID :	231171	Tender/Proposal ID :	1324197

Key Information and Funding Information :

Procurement Method :	Open Tendering Method (OTM)	Budget Type :	Development
Source of Funds :	Government		

Particular Information :

Project Code :	1320101224311100	Project Name :	Preparation of Chattogram Metropolitan Master Plan (2020-2041)
Tender/Proposal Package No. and Description :	25.47.1500.071.76.064.24/SD4 Organizing Workshop, Seminar, Conference & Participatory Rapid Appraisal (PRA) for Preparation of Chattogram Metropolitan Master Plan Project		
Category :	Service Provider (Others); Miscellaneous services;		
PPS Publication Date and Time :	30-Aug-2026 12:30	Document last selling / downloading Date and Time :	14-Sep-2026 12:00
Pre - Tender/Proposal meeting Start Date and Time :	31-Aug-2026 15:30	Pre - Tender/Proposal meeting End Date and Time :	03-Sep-2026 12:30
Closing Date and Time :	14-Sep-2026 15:30	Opening Date and Time :	14-Sep-2026 15:30
Last Date and Time for Tender/Proposal Security Submission :	14-Sep-2026 12:30		

Information for Tenderer/Consultant :

Eligibility of Consultant :	This Invitation for Tender (IFT) is open to all eligible tenderers registered in the e-GP system meeting the following criteria: 1. The minimum number of years of general experience of the Tenderer in contracting industries in Public sector as Prime Service Provider/Sub Contractor shall be three (03) years 2. The minimum specific experience as a Service Provider (Prime or Sub Contractor) in providing physical service of at least ONE contract of similar nature and complexity completed over a period of five (05) years with a value of at least of BDT Seventy Lakh (70,00,000.00) shall be required. 3. The required average annual turnover of the Tenderer shall be at least of the
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amount of BDT 1,00,00,000.00 (One Crore) over the last three financial years.

4. The minimum amount of financial resources as liquid assets or working capital or credit line(s) or specific credit commitment or in any combination of them, of the Tenderer shall be BDT 65,00,000.00 (Sixty-Five Lakh).
5. The Tenderer shall submit a valid and updated Trade License (till June 2026), Certificate of Incorporation/Registration, TIN Certificate, VAT Registration Certificate (BIN), and Income Tax Clearance Certificate (fiscal year 2025-26) with an acknowledgment slip.
6. Joint Venture (JV) participation shall not be permitted.

Brief Description of assignment :

Organizing Workshop, Seminar, Conference, and Participatory Rapid Appraisal (PRA) for Preparation of Chattogram Metropolitan Master Plan Project.

Experience, Resources and delivery capacity required :

The Tenderer shall have adequate delivery capacity to mobilize qualified personnel, logistics, equipment, and field support for the timely organization of workshops, seminars, conferences, PRA/community consultation, and public participation programmes. The Tenderer must be capable of managing venue arrangement, participant registration, stakeholder coordination, audio-visual support, refreshments, publicity, photography, videography, documentation, reporting, and satisfactory completion of all assigned services within the approved schedule.

Other details (if applicable) :

A Contract Supervisor, Event Planner, and relevant service experts/management staff shall have the following qualifications and experience:

1. Position: Contract Supervisor/Team Leader

Qualifications: Bachelor/Master degree in Management, Business Administration, Public Administration, Urban & Regional Planning, Development Studies, Social Science or relevant discipline.

Total Work Experience (years): 07

In Similar Work Experience (years): 05

2. Position: Event Planner/Coordinator

Qualifications: Bachelor's degree in Management, Business Administration, Event Management, Social Science, Development Studies, Urban & Regional Planning or relevant discipline.

Total Work Experience (years): 05

In Similar Work Experience (years): 03

3. Position: PRA/Community Engagement Specialist

Qualifications: Bachelor/Master degree in Urban & Regional Planning, Development Studies, Sociology, Anthropology, Social Science, Public Administration or relevant discipline.

Total Work Experience (years): 05

In Similar Work Experience (years): 03

4. Position: Documentation & Reporting Officer

Qualifications: Bachelor's degree in English, Journalism, Development Studies, Social Science, Urban Planning or relevant discipline with reporting/documentation experience.

Total Work Experience (years): 03

In Similar Work Experience (years): 02

5. Position: Logistics & Event Support Officer

Qualifications: Bachelor's degree/HSC with practical experience in venue management, logistics, registration, audio-visual support and field coordination.

Total Work Experience (years): 03

In Similar Work Experience (years): 02

Association with foreign firm :

Not Encouraged

Evaluation Type : Package wise
Document Fees : Package wise
PPS Document Price (In BDT) : 2500
Mode of Payment : Payment through Bank
PPS Security Amount (In BDT) : 350000
Tender/Proposal Security Valid Up to : 09-Feb-2027
Tender/Proposal Valid Up to : 12-Jan-2027

Ref. No.	Phasing of service	Location	Indicative Start Date	Indicative Completion Date
25.47.1500.071.76.076.25	National Seminar	Dhaka	08-Nov-2026	20-Dec-2026
25.47.1500.071.76.076.25	Workshop/ Seminar/ Conference	Bangladesh	20-Oct-2026	20-Dec-2026
25.47.1500.071.76.076.25	Participatory Rapid Appraisal (PRA)	Chattogram	20-Oct-2026	20-Dec-2026
25.47.1500.071.76.076.25	Public Hearing/ Public Participation Programme	Bangladesh	20-Sep-2026	22-Nov-2026

Procuring Entity Details:

Name of Official Inviting : Address of Official Inviting :	Mohammad Abu Issa Anshary Address: CDA Building, Court Road, Kotowali Circle City : Chittagong Thana : Chattogram City Corporation District : Chattogram - 4000 Country : Bangladesh	Designation of Official Inviting : Deputy Chief Town Planner Contact details of Official Inviting :	Phone: 031-632247 No Fax : No
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The procuring entity reserves the right to accept or reject all Tenders/Proposals / Pre-Qualifications / EOIs

Note: Bank will update the payment transactions only at the end of the day, so the tenderers should make sure the securities and other payments are made at least one day before the submission date.