

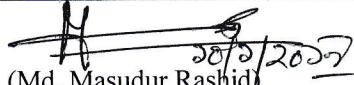
# Bangladesh Tourism Board

(National Tourism Organization)

Level-3, Building-2, Hotel Intercontinental, 1 Mintu Road, Shahbagh, Dhaka.

## Open Tender Notice (OTM)

1.	Ministry/Division	Ministry of Civil Aviation and Tourism	
2.	Procuring Entity Name	Bangladesh Tourism Board (BTB)	
3.	Invitation for	Non-Consulting Services for organizing 2 (two) Familiarization Tours	
4.	Invitation Ref No	30.33.0000.221.32.003.18	
KEY INFORMATION			
5.	Procurement Method	Open Tender Method (OTM)	
FUNDING INFORMATION			
6.	Budget & Source of Funds	GOB	
PARTICULAR INFORMATION			
7.	Tender Publication Date	January 11, 2019	
8.	Last Selling Date & Time of Tender Documents	January 24, 2019, 5.00 PM	
9.	Last Date and Time of Submission of Tender Documents	January 27, 2019, 2.30 PM	
10.	Tender Opening Date and Time	January 27, 2019, 3.30 PM	
11.	Place of Submission	Office of the Chief Executive Officer Bangladesh Tourism Board Level-3, Building 2, BSL Office Complex (Hotel Inter-Continental) 1 Mintu Road, Dhaka-1000.	
INFORMATION FOR TENDERER			
12.	Brief Eligibility and Qualification of Tenderer	<ul style="list-style-type: none"><li>• 3 years experience as Tour Operator/Travel Agent</li><li>• Experience of organizing at least 3 (three) inbound tours from abroad to Bangladesh with group size of minimum 10 (ten) PAX.</li><li>• Valid Trade License as Travel Agent/Tour Operator</li><li>• For Travel Agent, Travel Agent Registration from the Ministry of Civil Aviation and Tourism</li><li>• Income Tax Clearance Certificate</li></ul>	
13.	Brief Description of Services	<ul style="list-style-type: none"><li>• Organizing Familiarization Tours from Japan, China, Thailand and Korea.</li><li>• Provide required services and supplies as per the itinerary which shall include but not limit to selecting Tour operators/Travel Agents/Travel Service Providers from those countries, keeping liaise with concerned Bangladesh missions, prepare an itinerary, pick-up from airport, transportation, accommodation, food, provide guides, arranging visits to the places of attractions as per the itinerary, arrange B2B sessions, cultural programs, documentations, interpreter, river cruise, reports preparation of Familiarization.</li></ul>	
14.	Price of Tender Document (Tk)	1000/- Taka Non-Refundable	
15.	Amount of Tender Security	Tk.1,00,000.00 (One Lakh)	In the form of Pay order in favour of Chief Executive Officer, Bangladesh Tourism Board.
PROCURING ENTITY DETAILS			
15.	Name & Designation of Official Inviting Tender	Md. Masudur Rashid Deputy Director, Bangladesh Tourism Board	
The Procuring Entity reserves the right to reject any or all tenders or annul the Tender proceedings without assigning any reason.			

  
(Md. Masudur Rashid)  
Deputy Director,  
Bangladesh Tourism Board