

# ISLAMIC RELIEF BANGLADESH

House # 10, Road # 10, Block # K, Baridhara, Dhaka-1212.



## Tender Documents for installing of 123 units Sanitary Latrine at different unions under Keshobpur Upazila, Jessore District

Tender No.	Tender # 05/2025
Package No.	<b>Package # 01</b> (RFQ # 50/2025)
Issued On	03/03/2025
Last Date and Time for Submission of Tender	Tender will be received up to 11.50 AM on 09/03/2025
Date and Time for Opening of Tender	Tender will be opened on 09/03/2025 at 12.00 PM by the Tender Opening Committee (TOC) at the office of the undersigned with physical or virtual presence of the interested bidders by MS Teams.
Teams Meeting ID	<b>315 087 420 724</b>
Passcode	<b>CY7Gc2UK</b>

*Please fill the table mentioned below:*

Name of Vendor/ Company	
i) Registered Business Address ii) Corporate Address (if different)	
Name of Proprietor/MD with Contact Number	
Name of Contact Person with Contact Number	
Email ID	
Total Bid Security Amount	
PO/DD/BG Number and Date	
Name of Bank	
Name of Branch	

### At a glance of quoted offer

SL	Name of items	Specification	Unit	Qty	Unit Price	Total Price	Remarks
01	Sanitary Latrine	As per BoQ and Design	No's	123			
Grand Total =							
(Total Amount in words: BDT.							

If any clarification on technical issue please communicate with 01777773830



## Section: A, General Info/IRB Compliances



01	Programme	Humanitarian & Resilience Programme
02	Installation Place	Different places of Keshobpur Upazila under Jessore District.
03	Procurement Method	Open Tender
04	Time for Completion of the Works	The job must be completed within 15 June 2025 after issuing of Work Order.
05	Mode of Payment	Through A/C payee cheque or bank transfer.
06	AML & ATF Policy	IR will terminate this agreement without any notice if any supplier is found to be in violation of Anti Money Laundering & Anti-Terrorist Funding policy.
07	Child Protection Policy	IR reserves the right to terminate this agreement without any notice if any vendor is engaging child labours or supporting any forms of illegal practices.
08	Anti-Bribery Policy	IR follows ZERO-TOLERANCE policy for any form of bribery or corruption.
09	Modern Slavery Act:	The international Labour Standards as defined by the ILO (international Labour Organization). Below is a link to the section 26 of the Modern Slavery Act so please familiarise yourselves with this. <a href="http://www.legislation.gov.uk/ukpga/2015/30/section/26/enacted">http://www.legislation.gov.uk/ukpga/2015/30/section/26/enacted</a>
10	Anti-social or Anti-state activity	The Service Provider and Receiver both the parties must respect and uphold the rules and laws of the country, and by no means undermine it whatsoever.
11	Eligibility of the Contractors/Firms to compete in the Tender	This invitation for tenders is open to all eligible tenderers who have: i) Relevant work experience with INGO ii) Up-to-date Business Documents iii) Financial and Organizational capabilities iv) Bank Statements for the last 06 (Six) months
12	Price of Tender Document	Nil
13	Amount of Tender Security	2.5% of total quoted amount
14	Tender documents are available	<a href="http://islamicrelief.org.bd/tender">http://islamicrelief.org.bd/tender</a>
15	Name and Address of the Office for Issuing, Opening & Receiving Tenders	IR Bangladesh Country Office, House # 10, Road # 10, Block-K, Baridhara Diplomatic Zone, Dhaka-1212
16	Tender Validity	Tender shall be valid for a period of 45 days after tender opening.
17	Change of Schedule Date & Time	If it is not possible to receive/open the tender on the schedule date for any unavoidable circumstances, the same will be received / opened on the next working date at the same circumstances.
18	Filling in the Tender Documents	Clear with Indelible ink, duly signed and stamped
19	Distribution of Works	IRB has the authority to divide the works among the qualified vendors for risk minimization, healthy competition and faster completion of the works
20	Authority of Rejection	The IR Bangladesh authority reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.



## Section: B, Tender Data Sheet



<b>01. GENERAL</b>	
Employer	Islamic Relief Bangladesh
<b>02. TENDER DOCUMENT</b>	
For the <b>clarification of Tender</b> only টেন্ডার সংক্রান্ত তথ্যের জন্য	For <b>clarification of tender's purposes</b> only, the Employer's address is: Attention: Procurement Coordinator Address: IR Bangladesh Country Office, House # 10, Road # 10, Block-K, Baridhara, Dhaka1212, Tel: 02-222299128, 02-222299130, <b>Cell: 01325083748</b> (Sunday-Thursday, at 09 AM to 05 PM) Email Address: procurement@islamicrelief-bd.org
<b>03. PREPARATION OF TENDERS</b>	
Tender Documents	<b>Documents must be submitted by Tenderers are:</b> a. Up to date copy of Trade License attested by the proprietor/head of organization b. Copy of up-to-date VAT Registration Certificate attested by the proprietor/head of organization c. Up to date copy of TIN/ TIN Certificate attested by the proprietor/head of organization d. Experience Certificate/WO copy with contact info for reference check attested by the proprietor/head of organization e. Clients List attested by the proprietor/head of organization f. Tender Security: PO or BD or BG from any Schedule Bank g. You are requested to provide a forwarding letter on your organization's letterhead pad with seal and signature from the authority with this offer along with duly filled in Summary of Tender Submission as per attached format.
Tender Security	A Tender Security 2.5% of total quoted amount will be required in the form of a Pay Order or Bank Draft or BG in favour of the "ISLAMIC RELIEF" accompanied with each tender
<b>04. SUBMISSION OF TENDERS</b>	
Filling Envelop	The inner and outer envelope shall bear the following additional identification marks: a) The Name of the Tender: c) Tender No: d) RFQ # e) Contractor's/Tenderer's Address: f) Additional documents should not be more than 10 pages excluding our requested documents.
<b>05. AWARD OF CONTRACT</b>	
5.1	The Tender will be Non-Responsive and Rejected if the Quoted Amount of the Tender is found not in accordance with the quality and specifications set out for this tender.
5.2	If mistake is found in the line items or total amount, the IR Bangladesh authority can reject or accept at its own discretion whichever IR Bangladesh deems advantageous or justifiable.
5.3	<b>The amount of performance guaranty (PG) shall be 2.5% of the contract price and the bid bond will be kept as PG of winning bidder(s).</b>
5.4	A. 2% of work order amount will be deducted from your total bill amount for each and every belated day or as per IRB management decision. B. 5% of work order amount will be deducted for any deviation with the given specification in your quotation if supply does not rectify immediately or as per IRB management decision.
<b>06. COMPLAINTS OR SUGGESTIONS</b>	
Complaints or Suggestions অভিযোগ বা পরামর্শ	For any complaints or suggestions: Email: <a href="mailto:feedback@islamicrelief-bd.org">feedback@islamicrelief-bd.org</a> Cell: 017-7777-3701



## Section: C, SPECIAL TERMS AND CONDITIONS



01. The rate quoted by the Suppliers should include the cost of all materials and all operational costs connected with the packages and supply, cost of organizational arrangements, capital, background works, planning, logistics arrangements and cost of all local and other VAT & Taxes, Tolls and Incidental Charges will be treated as having been included in the tender bid.
02. All relevant documents supplied duly signed by the tenderer in every page and be binding upon the tenderer
03. Before submitting the tender, the tenderer should study/inquire the entire supply & work thoroughly in consultation with the relevant stakeholders, and no extra claim will be entertained for under any circumstances.
04. The supplied items must be of good quality and as per the samples approved by the IRB Management before delivery.
05. The quantities of the work may vary at the time of execution of work/supply and some items may be increased or decreased or even excluded, and for such cases no additional claims will be entertained.
06. Delivery Time must be maintained as per the schedule strictly. No extension of time will be allowed.
07. The work may be done round the clock which under any circumstances no extra claim will be entertained.
08. No claim from the contractor shall be entertained if the work is not executed for any reason.
09. Claim for advance payment shall not be entertained.
10. The contractor shall have to arrange and bear the expenses of all kinds of tools and plants which may be necessary for this work.
11. No claim for enhancement of rate of any item of the schedule will be entertained due to fluctuation of market rate for labours and materials along with the period of execution of the works.
12. Verbal instructions whatsoever and from whomsoever will have no binding. All such instruction must be in writing from competent authority.
13. The Suppliers/Contractors or his/their representative will have to be available at the site/delivery points to receive instruction from the IRB's designated staffs in connection with the supply/work.
14. Completion of Works shall be as per the Contract Agreement.
15. The Contractor shall submit the first Plan & Schedule of Works by 2 (two) days after signing the Contract, and shall update the progress regular basis during the period of the Contract.
16. In case of fund constrain/inadequate fund/non-availability of fund the payment to be made to the Contractor for completed work in the working financial year may be delayed for which no claim of the contractor shall be accepted. It is therefore assume that the contractor/Agency has agreed to execute this work under this precondition.
17. VAT and other taxes at the rates fixed by the Govt. will be deducted from the bills of the contractor
18. Challan and relevant documents must be submitted along with final bill.
19. Govt. MUSHAK 6.3 must be submitted with the bill.
20. All quotation should be intact at the time of submission.
21. The authority of Islamic Relief reserves the right to accept or reject any or all of the quotations and right to stop supply at any stage of delivery without assigning any reason whatsoever

<b>Tenderer's Signature, Date &amp; Seal</b>	
I/We hereby declare that the information and documents provided along with the bid submission are true and authentic.	
Signature	
Designation	
Date	



# ISLAMIC RELIEF BANGLADESH

Humanitarian and Resilience Programme

## BILL OF QUANTITIES (BOQ)



**Scope of Works:** Supply of Materials and Resource Mobilization and Installation of Sanitary Latrine at Household level of Keshobpur Upazila, Jessore.

SL	Description of Items	Unit	Qty/ Latrine	Latrine No	Unit Rate	Total Amount
			(A)	(B)	(C)	(D=AxBxC)
1	Supply of Timber (matured, straight, uniform in shaped) akashmoni/Uclyptus / Mehogoni or any approved timber by IRB procurement committee, Timber used for wood work shall be well seasoned, kiln dry containing not more than 8 % to 72 % moisture so as to ensure minimum tendency towards warping, shrinking and swellings. It shall be free from all defects such as large or loose knots, shakes, saps, upsets, wane edge and twisted fiber. It shall also be free from all disease such as decay, wet rot, dry rot and woodworms and white all complete as design, specification and as per direction of Engineer In Charge.	cft	1.65	1		
<b>Detail Break Down</b>						
<b>Bracing</b>						
Horizontal 2"x1"x3'-8"x9 Pcs = 0.459						
<b>Door</b>						
Vertical Pole 2"x1.25"x6'-0"x2 Pcs = 0.208						
Horizontal (Side) 2"x1.25"x3'-0"x2 Pcs = 0.104						
Horizontal (Middle) 1.5"x1"x3'-0"x1 Pcs = 0.031						
Door Vertical Support 2"x1."x6'-6"x2 Pcs = 0.181						
<b>Wooden Roof Truss</b>						
Outer along slope 2"x2"x5'-0"x2 Pcs = 0.278						
2"x2"x4'-6"x2 Pcs = 0.250						
Outer 2"x1"x5'-0"x3 Pcs = 0.139						
<b>Total Timber (cft) for each latrine = 1.649</b>						
2a)	<b>CGI Sheet</b>	Nos	6.00	1		
<b>Detail Specification</b>						
Supplying of Color CGI Sheet (6'-0"x 0.16 mm Thicknessx 2'-6" wide, free from any defect and 3' of both side must be colored by alkatra, any Standard Brand (Abul khayer, KYC, PHP) approved by Engineer with visible company seal.), all complete as per						
Door fencing = 1						
3 side Fencing = 5						
2b)	Supplying of Color CGI Sheet (10'-5"x 0.16 mm Thicknessx 2'-6" wide, free from any defect, Any Standard Brand (Abul khayer, KYC, PHP) approved by IRB Engineer with visible company seal), all complete as per instruction of Engineer In Charge.	Nos	1.00	1		
3	<b>Concrete Slab ( including Satu pan and collection box):</b> Manufacturing and Supplying of Concrete slab, all complete as per specification, design and as per the direction of engineer in charge.	Nos	1.00	1		
<b>Concrete Slab Specification</b>						
Concrete Slab will be square in shape, length=36x36", each corner reduced 1" in both direction, Thickness=2" with Foot rest (2 Nos) & squatting pan (1 No). The slope will be towards to the center of the						
<b>Pan:</b> Shtu Pan; Wight=430 (±20) gram and height=18" and free from any defect						
<b>collection box:</b> RFL branded; Wight=500 (±20) gram and height=18" and free from any defect						

SL	Description of Items	Unit	Qty/ Latrine	Latrine No	Unit Rate	Total Amount
			(A)	(B)	(C)	(D=AxBxC)
	<p><b>Concrete Foot Rest:</b> Concrete Foot rest will be 5"x11"x1.5" in size, with Neat cement finishing (NCF). Mortar =1:2:4 (Cement: Sand: Brick /stone Chips) <b>Cement:</b> Ordinary Portland Cement, Cement will be fresh, water tide &amp; Sealed. <b>Sand (Local):</b> FM 1.2-1.5, free from debris, should be netted and washed before use <b>Brick / Stone Chips:</b> 12 mm down-graded, free from debris, should be netted and washed before use. <b>Curing Period:</b> 10 days after the manufacturing, Two times in each day <b>Reinforcement:</b> 10 BWG MS wire@3.5 inch (both side). The wire will be tide as per design by 24 No wire. <b>Top surface:</b> The Top surface of the slab will be with neat cement finishing (NCF). No crack or any deviation from design/specification will not be accepted at field level.</p> <p><b>Concrete Slab Design</b> Annexure</p>					
4	<p><b>Concrete Slab:</b> Manufacturing and Supplying of Concrete slab, all complete as per specification, design and as per the direction of engineer in charge.</p> <p><b>Concrete Slab Specification</b> Concrete Slab will be circular in shape, Dia=33"Ø, Thickness=2". The slope will be towards to the center of the slab  Mortar =1:2:4 (Cement: Sand: Brick/stone Chips) <b>Cement:</b> Ordinary Portland Cement, Cement will be fresh, water tide &amp; Sealed. <b>Sand (Local):</b> FM 1.2-1.5, free from debris, should be netted and washed before use <b>Brick / Stone Chips:</b> 12 mm down-graded, free from debris, should be netted and washed before use. <b>Curing Period:</b> 10 days after the manufacturing, Two times in each day <b>Reinforcement:</b> 10 BWG MS wire@3.5 inch (both side). The wire will be tide as per design by 24 No wire. <b>Top surface:</b> The Top surface of the slab will be with neat cement finishing (NCF). No crack or any deviation from design/specification will not be accepted at field level.</p> <p><b>Concrete Slab Design</b> Annexure</p>	Nos	1.00	1		
5	<p><b>Concrete Rings:</b> Manufacturing , Supplying &amp; Installation of Concrete Ring , all complete as per specification, design and as per the direction of engineer in charge.</p> <p><b>Concrete Ring Specification</b> Concrete Ring will be circular in shape, Outer Dia=30"Ø,Inner Dia=27"Ø, Height=12". <b>Mortar</b> =1:2:4 (Cement: Sand: Brick Chips) <b>Cement:</b> Ordinary Portland Cement, Cement will be fresh, water tide &amp; Sealed. <b>Sand (Local):</b> FM 1.2-1.5, free from debris, should be netted and washed before use</p>	Nos	5.00	1		

SL	Description of Items	Unit	Qty/ Latrine	Latrine No	Unit Rate	Total Amount
			(A)	(B)	(C)	(D=AxBxC)
	<p><b>Brick / Stone Chips:</b> 10 mm down-graded, free from debris/rubbish, should be netted well and washed before use.</p> <p><b>Reinforcement:</b> 3Pcs 10 BWG MS Circular wire. The wire will be tied as per design by 24 No wire. 4 Pcs 10 BWG vertical MS wire &amp; tied by 24 wire</p> <p><b>Curing Period:</b> 10 days after the manufacturing, Two times in each day</p> <p>No crack or any deviation from design/specification will not be accepted at field level.</p> <p><b>Concrete Ring Design</b></p> <p>Annexure</p>					
6	<p><b>Brick Base</b></p> <p><b>5" Wall including inception Pit</b></p> <p>Brick works including outside 12 mm plaster with NCF supply, fitting &amp; fixing first class bricks with cement sand (F.M. 1.2) mortar (1:4) and making bond with connected walls including necessary scaffolding, raking out joints, cleaning and soaking the bricks for at least 24 hours before use and washing of sand, curing at least for 7 days in all floors including cost of water, electricity and other charges etc. accepted by the Engineer-in-charge. (Cement: CEM-II/A-M), all complete as per design and a specification and as per direction of Engineer In Charge.</p> <p>Details=(4.33x2+3.16x2)x1.5+(3.5*.5)+.78 + Stair walls</p>	Sft	28.21	1		
7	<p><b>10" Wall</b></p> <p>Brick works with supply, fitting &amp; fixing first class bricks with cement sand (F.M. 1.2) mortar (1:6) in foundation and plinth, filling the joints/interstices fully with mortar (where stairs are included and its width is 3 ft and inner side will be filled by sand, and if any family have disabled or aged people additional ramp will be included) raking out the joints, cleaning and soaking the bricks at least for 24 hours before use and curing at least for 7 days etc. all complete including cost of water, electricity and other charges and accepted by the Engineer-in-charge. (Cement: CEM-II/A-M)</p> <p>Details=((4.75*2+3.58*2)x.83x.5)</p>	cft	6.90	1		
8	<p><b>RCC Pole ( Bogra pillar)</b></p> <p>Supply of Hexagonal RCC Pole shape in 4" dia in 4 pcs at 10'-0" dimension. , use 6-10 BWG MS wire in each pillar &amp; 10 no ms wire @ 5" c/c for stirrup for all complete as per design and a specification &amp; the direction of Engineer In Charge.</p> <p><b>Pillar Specification</b></p> <p>RCC Pillar 4" dia hexagonal shape with 2 nos 8 BWG MS wire 10" extensional .</p> <p>Mortar =1:2:4 (Cement: Sand: Brick/stone Chips)</p> <p><b>Cement:</b> Ordinary Portland Cement, Cement will be fresh, water tight &amp; Sealed.</p> <p><b>Sand (Local):</b> FM 1.2-1.5, free from debris, should be netted and washed before use</p> <p><b>Brick/ stone Chips:</b> 12 mm down-graded, free from debris, should be netted and washed before use.</p> <p><b>Curing Period:</b> 10 days after the manufacturing, Two times in each day</p>	LS	4.00	1		



SL	Description of Items	Unit	Qty/ Latrine (A)	Latrine No (B)	Unit Rate (C)	Total Amount (D=AxBxC)
	<b>Reinforcement:</b> use 6-10 BWG MS wire in each pillar & 14 no ms wire @ 5" c/c for stirrup No crack or any deviation from design/specification will not be accepted at field level.					
9	<b>Earth work Design</b> Earth cutting in PIT Ø 3'-0" at a depth 4' from Ground Level for a pit, including 6" brick foundation preparing mound around the hole and finishing as per design, all complete as design and as per the direction of Engineer In Charge Details=(3.14*1.5*1.5)*4 +(5*2+3.5*2)*1*.5	cft	36.76	1		
10	<b>Vent Pipe</b> Supplying of Vent pipe of 6" long including 1 no of 1 Cowl and bend with necessary fittings and delivery to house hold level, all complete as per direction of Engineer in Charge. <b>Specification:</b> Type : uPVC Dia : 1.5 inch Length : 6' Brand :RFL/ NPL/ Aziz /Partex -Class -B Thickness : 2.40~2.7 mm Other fittings : 1 Cowl and others	Set	1.00	1		
11	<b>HARDWARE</b> Supplying of Hardware such as Nails (various type) , Roofing Tin Screws with rubber & Steel Washer (19 sets), 0.5 inch nail with washer with steel/ribber washer(150 set) for Privacy wall, Chikol (1 No),Iron Tower (1 No), 3" china hinge -3 sets, ,Inside Hatol (1 No), 10 no GI weir to tie wooden brachings and door support with pillar, Medium China lock etc all complete as per direction of engineering in charge.	LS	1.00	1		
12	<b>110 mm ( 4") Upvc Pipe</b> Supplying of collection pipe of 6" long SDR Sanitary Pipe including with necessary fittings and delivery to house hold level, all complete as per direction of Engineer in Charge. <b>Specification:</b> Type : uPVC Dia : 4 inch Length : 6' Thickness : 2.40~2.7 mm Brand :SDR Pipe	ft	6.00	1		
13	<b>SIGN BOARD</b> Supplying of Beneficiary Identification Signboard (size 1'-6"X1'-0", made by 24 gauge GI sheet describing the with text and logos (4 color screen print) and fitting the sign board by nails on the visible side of the newly constructed sanitary latrine with necessary fittings , all complete as per approved sign board design and as per the direction of Engineer In Charge.	LS	1.00	1		
<b>Total Amount including VAT &amp; IT (BDT)=</b>						

(In Words: Taka only.....)



Signature of the Contractor with seal



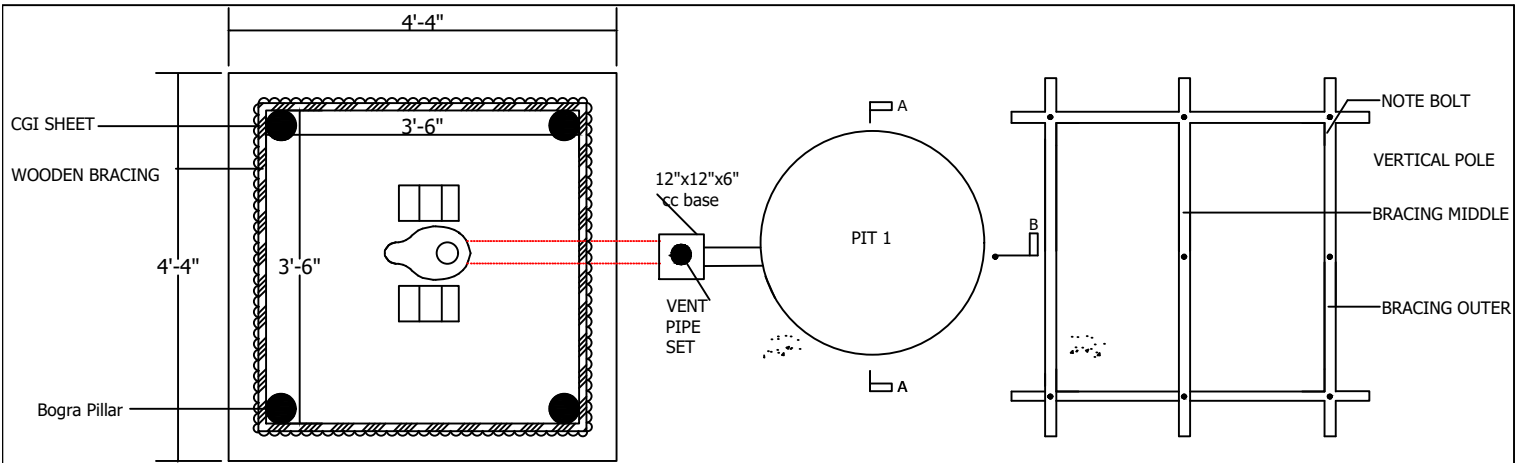
## **SCOPE OF WORKS**

INSTALLATION OF SANITARY LATRINE AT HOUSEHOLD LEVEL

### **ANNEXURE-III**

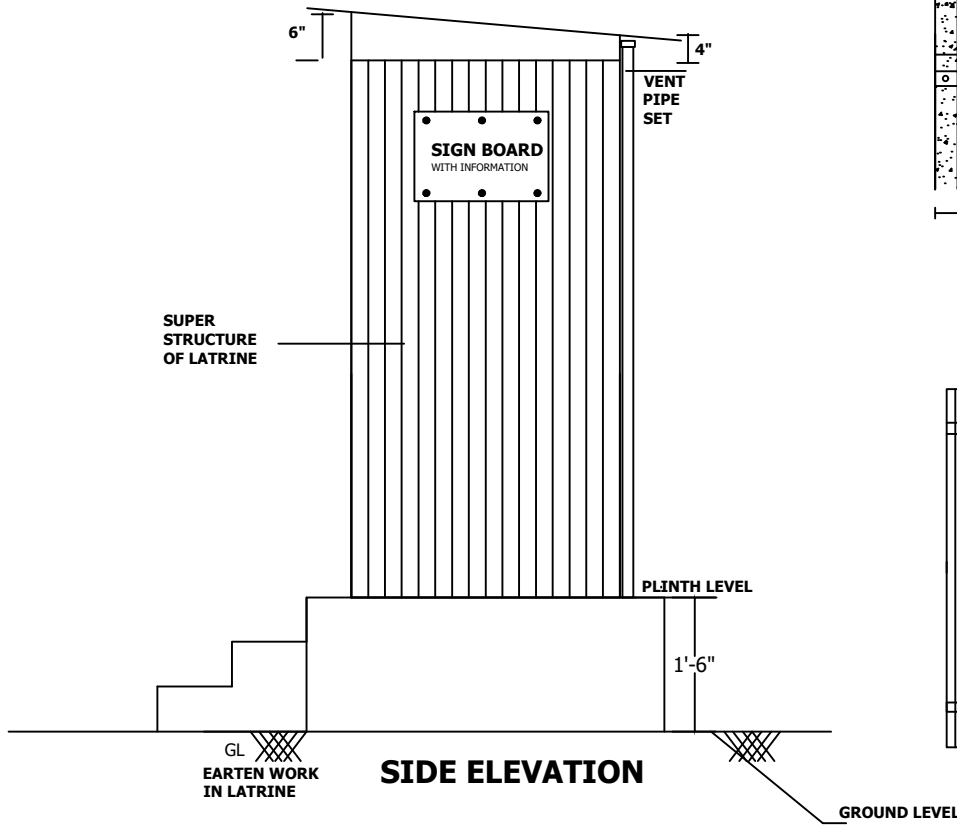
# **DETAIL DESIGN OF TWIN PIT SANITARY LATRINE**

Access to Safe Water, Sanitation and Enhance Hygiene Practice  
for The People Living in Water Logged Areas (ASWASH)

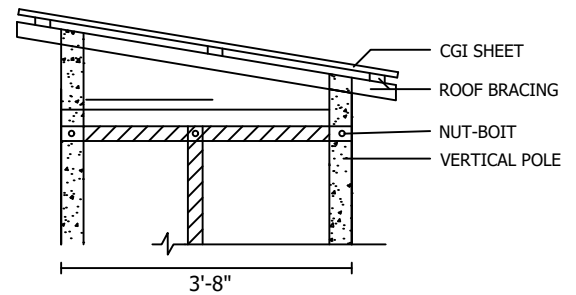


**TYPICAL PLAN OF SANITARY LATRINE**

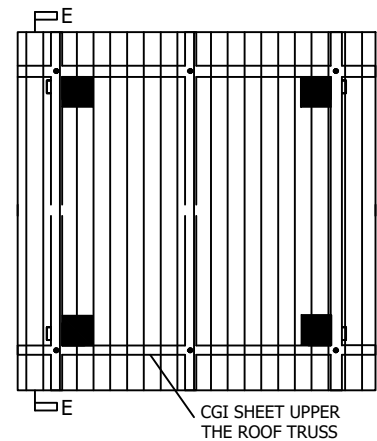
**BRACING PLACEMENT IN ROOF TRUSS**



**SIDE ELEVATION**



**SECTION E-E**



**CGI SHEET UPPER THE ROOF TRUSS**

**INSTALLATION OF SANITARY LATRINE**

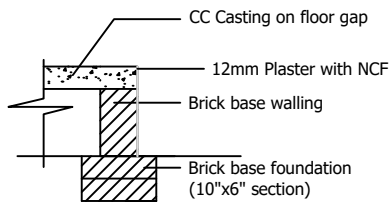
**SHEET-3.1**

**NOT SCALED**

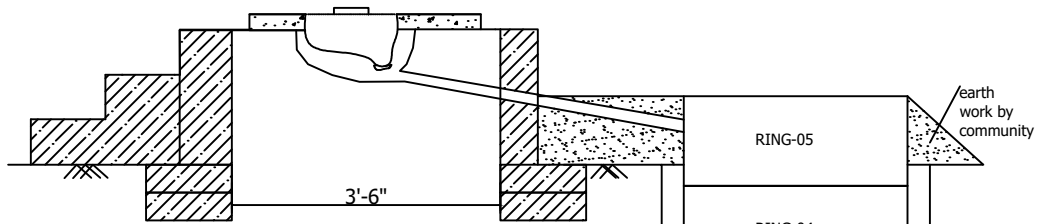
**DATE: FEB 2025**

Access to Safe Water, Sanitation and Enhance Hygiene Practice for  
The People Living in Water Logged Areas (ASWASH)

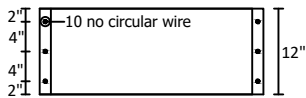
DESIGN DEVELOPED BY-  
Engr. Md Jakir Hossain  
( MIEB 33174)  
Technical Coordinator  
Islamic Relief Bangladesh



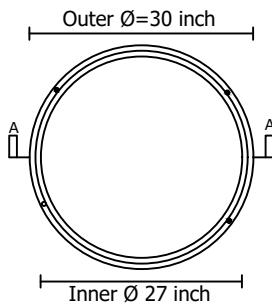
**BRICK WALL BASE SECTION**



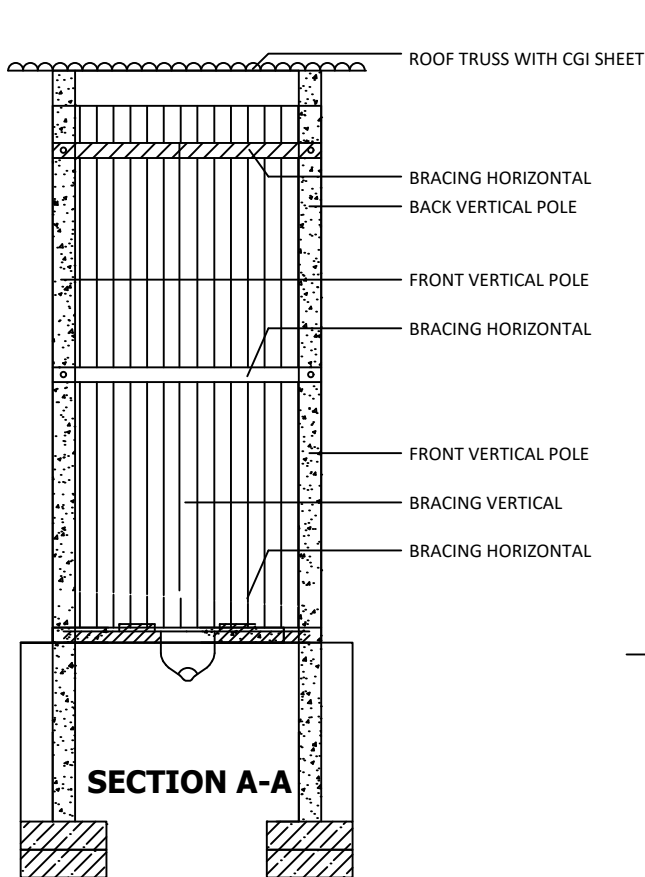
**SECTION: B-B**



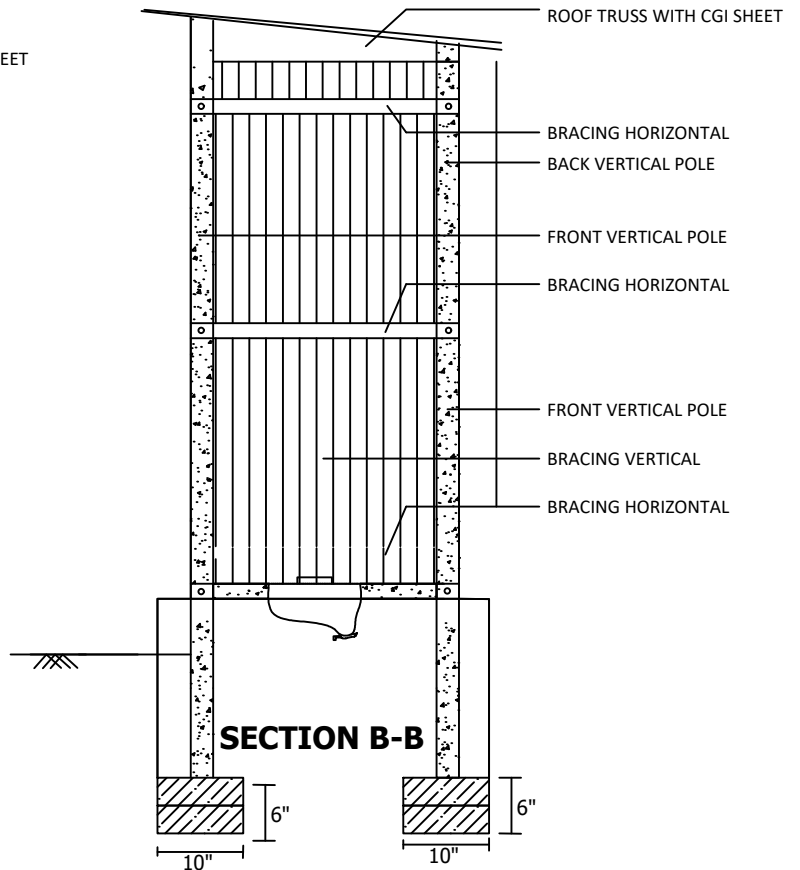
**SECTION: A-A**



**TYPICAL PLAN OF RING**



**SECTION A-A**



**SECTION B-B**

**INSTALLATION OF SANITARY LATRINE**

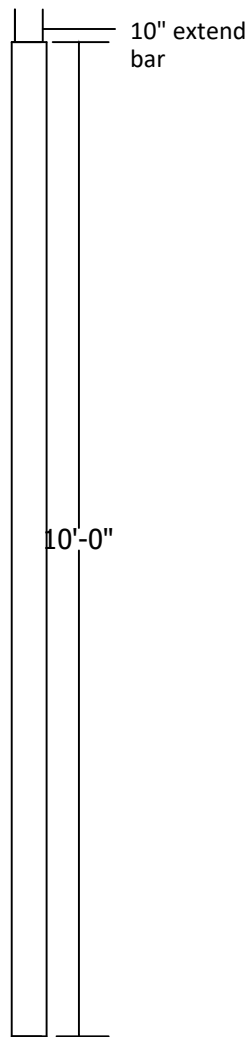
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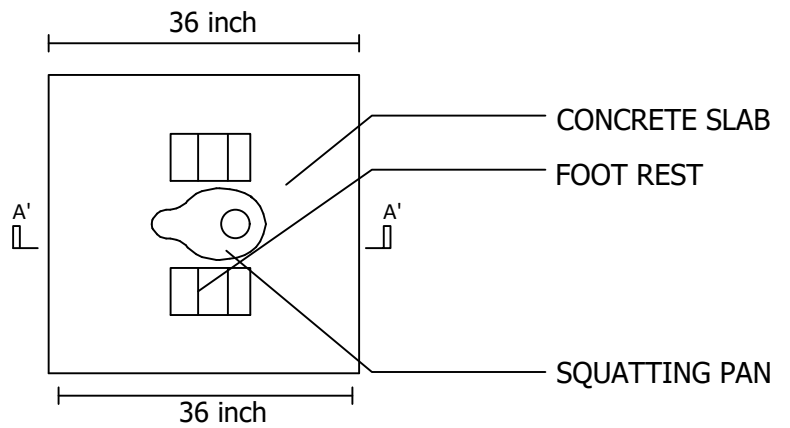
**DATE: JAN 2025**

Access to Safe Water, Sanitation and Enhance Hygiene Practice for  
The People Living in Water Logged Areas (ASWASH)

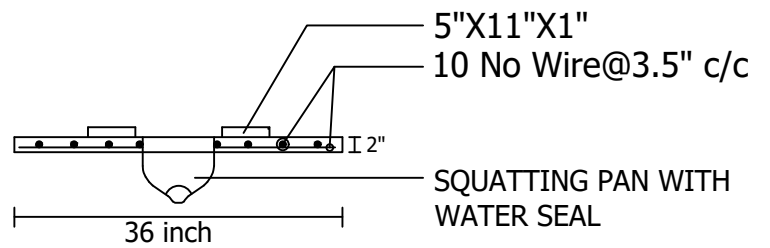
DESIGN DEVELOPED BY-  
Engr. Md Jakir Hossain  
( MIEB 33174)  
Technical Coordinator  
Islamic Relief Bangladesh



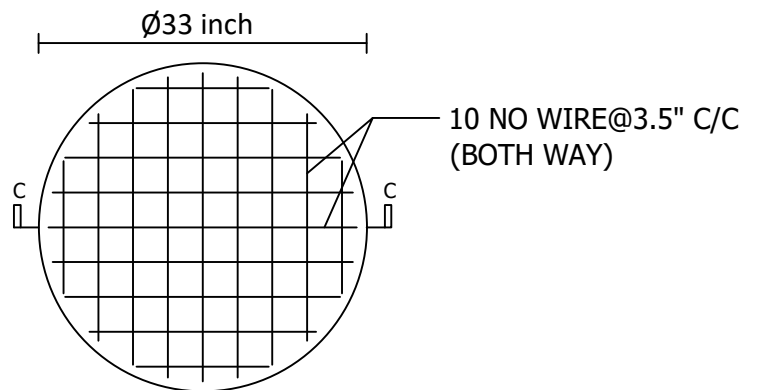
**Pillar**



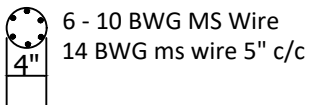
**PLAN OF TYPICAL CONCRETE SLAB**



**SECTION: A'-A'**



**REINFORCEMENT PLACEMENT**



**INSTALLATION OF SANITARY LATRINE**

**SHEET-3.3**

**NOT SCALED**

**DATE: JAN 2025**

Access to Safe Water, Sanitation and Enhance Hygiene Practice for  
The People Living in Water Logged Areas (ASWASH)

DESIGN DEVELOPED BY-  
Engr. Md Jakir Hossain  
( MIEB 33174)  
Technical Coordinator  
Islamic Relief Bangladesh