

UNDP kindly requests you to submit your Proposal Construction Works: Materials Recovery Facility (MRF) at Teknaf Municipality, Cox's Bazar

Ref: RFQ-BD-CXB-2022-001.

Proposals shall be submitted on or before 4.30 p.m. (local time) on Sunday, March 20, 2022

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before the deadline indicated by UNDP e-Tendering system. Bid must be submitted using online e-Tendering system at the link furnished below:

<https://etendering.partneragencies.org>; by using your username and password. If you have not registered in the system before, you can register now by logging in using

Username: event.guest

Password: why2change

And follow the registration steps as specified in the system user guide.

Your Proposal must be expressed in the English, and valid for a minimum period of 90 days. You kindly requested to indicate whether your company intends to submit a Proposal by clicking on "Accept Invitation" in the system.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it is submitted into the system within deadline. e system will automatically block and not accept any bid after the deadline. Kindly ensure attaching the required supporting documents (with file name less than 60 characters) in PDF format which must be free from any virus or corrupted files. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, will not be considered for evaluation.

The Financial Proposal and the Technical Proposal files MUST BE COMPLETELY SEPARATE and uploaded separately in the system and clearly named as either "TECHNICAL PROPOSAL" or "FINANCIAL PROPOSAL", as appropriate. Each document shall include the Proposer's name, contact number, email and address. The file with the "FINANCIAL PROPOSAL" must be encrypted with a password so that it cannot be opened nor viewed until the Proposal has been found to pass the technical evaluation stage. Once a Proposal has been found to be responsive by passing the technical evaluation stage, UNDP shall request via email the Proposer to submit the password to open the Financial Proposal. The Proposer shall assume the responsibility for not encrypting the financial proposal.

PLEASE DO NOT PUT THE PRICE OF YOUR PROPOSAL IN THE 'LINE ITEMS' IN THE SYSTEM. INSTEAD PUT 1 AND UPLOAD THE FINANCIAL PROPOSAL AS INSTRUCTED ABOVE.

A pre-bid meeting will be held **Online** for the clarification on the bidding document and ToR **on 10th March 2022 at 11:30 AM using the following link:**

[Join Zoom Meeting:](#)

Topic: RFQ-BD-CXB-2022-001: Pre-Bid Meeting

Time: Mar 10, 2022, 11:30 AM Astana, Dhaka

<https://undp.zoom.us/j/89385160151?pwd=eHcrTWljMWtrNnhWckNGbjR2SEp6dz09>

Meeting ID: 893 8516 0151

Passcode: 33700

The UNDP focal point for the arrangement is:

Navila Mushtaque: Procurement Associate

Telephone:

E-mail: e-bidboxcxb.bd@undp.org