

Address: Level 3, Unit A. I-K Tower, Plot no. CEN(A)-2, North Avenue, Gulshan 2, Dhaka 1212, Bangladesh

Telephone: +880-2-2222-84690

Website: <https://www.facebook.com/koica.bangladesh>

Bidding Document

Construction Work for the Remodeling Work of the Education and Research Capacity Building of the National Institute of Advanced Nursing Education and Research (NIANER) in Bangladesh

- Employer: Korea International Cooperation Agency (KOICA)
- Date: 00. October. 2026
- Invitation for Bids No.: KOICA- Bangladesh -2026-04
- Bids Name: Construction Work for the Remodeling Work of the Education and Research Capacity Building of the National Institute of Advanced Nursing Education and Research (NIANER) in Bangladesh.
- Deadline for Submission of Bids: 13. December. 2026

KOICA Bangladesh Office

The Bidding Document consists of Parts

Section of Bidding Document I, II, and III, which include all the sections indicated below, and should be read in conjunction with any addenda issued in accordance with ITB 21.

PART I Bidding Procedures

- Section 1 – Instructions to Bidders (ITB)
- Section 2 – Bid Data Sheet (BDS)
- Section 2 – Evaluation and Qualification Criteria (EQC)
- Section 3 – Bidding Forms (BDF)

PART II Requirements

- Section 4 – Bill of Quantities (BoQ)
- Section 5 – Drawings (Architectural / electrical & firefighting)
- Section 6 – Specification

PART III Conditions of Contract and Contract Forms

- Section 7 – General Conditions of Contract (GCC)
- Section 8 – Special Conditions of Contract (SCC)
(KOICA Safety Management Manual)
- Section 9 – Contract Forms (COF)

The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Document. Failure to furnish all information or documentation required by the Bidding Document may result in the rejection of the bid.

KOICA's Contract and Procurement Regulations are available on KOICA Bangladesh's Facebook page. (<https://www.facebook.com/koica.bangladesh>)

Bid Data Sheet

The KOICA (hereinafter referred to as “the Employer”) invites sealed bids from eligible Bidders for the construction and completion of the Remodeling Work of the Education and Research Capacity Building of the National Institute of Advanced Nursing Education and Research (NIANER) in Bangladesh (hereinafter referred to as “the Works”). Open Competitive Bidding will be conducted in accordance with KOICA Regulations.

< Notice >

- ◆ Integrity Pledge: Bidders participating in this bid must familiarize themselves with the Special Conditions of the Integrity Pact covering the entire process—from bidding and award to contract signing and execution (including after project completion or delivery)—and must submit the duly signed Integrity Pledge at the time of bid submission.
- ◆ Unfair Trade Practices: Any instances of corruption or unfair trade practices related to this bid may be reported to KOICA Bangladesh Office (john@koica.go.kr).
- ◆ Anti-Corruption: If any KOICA employee requests money, entertainment, or makes other unreasonable demands in connection with this bid or contract, please report it to the KOICA Audit Office (clean@koica.go.kr).

1. Brief of Bidding

Invitation for Bids (IFB) No.	KOICA- Bangladesh -2026-04	L2026-00083-1
Invitation for Bids (IFB) Name	Construction Work for the Remodeling Work of the Education and Research Capacity Building of the National Institute of Advanced Nursing Education and Research (NIANER) in Bangladesh	
Employer	Korea International Cooperation Agency (KOICA)	
Project name	Education and Research Capacity Building of the National Institute of Advanced Nursing Education and Research (NIANER) in Bangladesh	
Scope of Bid	Partial remodeling of existing educational & dormitory facilities	
Project summary		
- Location	Mugdapara General Hospital Complex, Khilgaon District, Dhaka	
- Building Use	Educational facilities (lecture rooms) and accommodation facilities (dormitories)	
- Site Area	Approx. 5,477.76 m ² (entire facilities)	
- Building Area	Approx. 2,336.16 m ² (entire facilities)	
- Total Gross Floor Area (Area For Remodeling)	Approx. 2,206.00 m ² (Remodeling area)	Educational facilities: 1,865.00 m ²
		Dormitory facilities: 341.00 m ²
- Scope of Remodeling	- Educational facilities: Remodeling of the main lobby (GF), two floors (1F/2F), and select rooms (3F/6F) - Dormitory facilities: Remodeling of guest rooms and common areas (6F) (Excluding the removal or disposal of existing furniture and equipment from each room in the existing building)	
Building Structure	RC structure	
Completion Time	6 months from the Commencement Date	
Duration	Until 7 months from the date of signing the contract (Shall commence 30 days from the date of signing the contract)	
Estimated Procurement Value	USD 379,897.60 (Inclusive of VAT)	
Engineer’s Estimate	USD 375,000 (Inclusive of VAT)	
Official Estimate	Determined using the Multiple Preliminary Estimates System	
Currencies of Bid	United States Dollar (USD)	
Taxes	KOICA does not have any authority and responsibilities over the matters related to taxes, including VAT, that may incur liabilities in relation to this bid and the service. Tax collection and refund will be managed by the relevant laws and regulations in place in Republic of Bangladesh.	

2. Bid Type and Contract Award Method

- A. **Bid Type:** Open Competitive Bidding (OCB)
- B. **Contract Award Method:** Lowest Evaluated Bid subject to Post-qualification (Korea-Specific)

- The contract will be awarded based on the “Lowest Evaluated Bid subject to Post-qualification” system, in accordance with the relevant regulations of the Republic of Korea.

[Evaluation Procedure]

- Exclusion of Bids: Bids exceeding the Official Estimate shall be automatically excluded. Additionally, to prevent abnormally low bids (dumping), bids falling below the Minimum Acceptable Bid Rate (89.745%) shall also be excluded.
- Order of Evaluation: Eligible bidders shall be reviewed sequentially in ascending order of their evaluated bid prices (from the lowest price).
- Post-qualification: The contract shall be awarded to the bidder who achieves 95 points or higher in the qualification evaluation.
 - This evaluation operates as a pass/fail system based on the Passing Score, where composite points for Capability and Price are assessed sequentially, starting from the bidder with the lowest evaluated price. A bidder achieving the Passing Score is determined to be qualified and awarded the Contract; otherwise, the evaluation proceeds to the next lowest bidder.
- Minimum Acceptable Bid Rate: 89.745%
- Passing Score: 95 points
- Applicable Regulation: The qualification evaluation will be conducted in accordance with the ‘Standards of Qualification Examination for Selection of Constructor’ (dated Mar. 5, 2026)

3. Eligibility Criteria (ITB 4)

The Bidder shall meet the following eligibility criteria:

- A. (Application) A Bidder must have submitted the Application to Participate by the specified deadline. Bidders who have been officially notified of their eligibility following the preliminary examination are qualified to proceed.
- B. (Legal Status) As of the Application Submission Deadlines, the Bidder must be a legally established entity in accordance with the laws and regulations of its country of registration.
- C. (Licensing and Qualifications) As of the Application Submission Deadlines, the Bidder must hold all valid licenses and qualifications required to perform the Works in the project location.
 - [Licensing Requirements] Bidders must possess a valid Construction License(enlistment) issued by the Government of Bangladesh. (e.g., from PWD (Public Works Department) or other agencies and organizations)
(Trade License / Contractor Registration Enlistment (book)/ ABC Electrical and Supervisory License)
- D. (Past Performance/Experience) The Bidder must have successfully completed at least one (1) single Similar facility [Medical, educational, and office facilities] project valued at USD 300,000 or more within the last 10 years prior to the Bid Announcement Date.
 - Similar building: Hospitals, Universities, technical training centers, offices, etc. (excluding factories and facilities related to industrial infrastructure)
 - The applicable exchange rate shall be the same as that specified in the ‘Evaluation and Qualification Criteria.’

- E. (International Sanctions) the Bidder must not be an entity restricted, declared ineligible or sanctioned by any international organization or foreign government.
 - Submission: A Pledge must be submitted if official supporting documents are unavailable.
 - F. (For Korean Entities) Korean Bidders must not be currently under a suspension period as an "Improper Business Entity" pursuant to the National Contract Act, Local Contract Act, or the Act on the Operation of Public Institutions.
 - Verification: This will be verified through the Korea On-line E-Procurement System
 - G. (Anti-Corruption) The Bidder must not have been convicted of any bribery-related crimes under domestic or foreign laws.
 - Submission: Declaration of Anti-Corruption in ODA Project Participation.
 - H. (Integrity) The Bidder shall not directly or indirectly offer or receive money, goods, entertainment, or any other improper benefits during the bidding and award process.
 - Submission: Integrity Pledge
 - I. (Conflict of Interest) The Bidder must not be the entity performing the construction supervision for the subject Works, nor an Affiliated Entity thereof.
 - Affiliated entity: Refers to a company related to another through common ownership or control.
- ※ Bidders shall provide such evidence of their continued eligibility satisfactory to the Employer, as the Employer shall reasonably request.

4. Joint Venture (JV) (ITB 8)

Joint Venture (JV) is not Allowed.

After a construction contract is signed, subcontracting the entire scope of work is not permitted; however, partial subcontracting for specific phases of the project may be allowed, subject to prior consultation.

5. Bidding Schedule

Event	Date & Time	Location
Invitation for Bids	October 29, 2026	KOICA Website / Local Media
Application Submission	Until November 10, 2026	Electronic Submission By 16:00
Supplementing submitted documents	November 15, 2026	By 15:00
Notification of Qualified Bidders	November 17, 2026	Via letter
Pre-Bid meeting	November 19, 2026 /14:00	KOICA Bangladesh Office
Clarification Deadline	November 25, 2026	Via Email
Bid Submission Deadline	Until December 13, 2026/16:00	Physical Submission
Bid Opening	December 14, 2026 / 10:00	KOICA Bangladesh Office

A. Application to Participate (ITB 5)

- Application Submission: The Application to Participate must be submitted electronically to bangladesh@koica.go.kr by no later than Tuesday, November 10, 2026.
- Email Instructions: When submitting the application, the subject line of the email must be clearly marked as “(Bid Title) – Application to Participate”.
- Eligibility Examination: The Employer will conduct an Eligibility Examination on a Pass/Fail basis to verify the applicant's eligibility prior to the submission of Bids.
- Required Documents: Applicants must submit the following documents:
 - A duly completed Application to Participate (Form-1).
 - Business Registration Certificate: City Corporation Trade License and Certificate of Incorporation (The validity period should include the period of project assignment.)
 - Tax Certificate: Tax Return Certificate / TIN Certificate / BIN Certificate
 - Construction License or Qualification Registration Certificate: Contractor Registration Enlistment (book) / ABC Electrical and Supervisory License
 - Documents Verifying Past Performance / Experience for Similar project (Form-12): Certificate of performance / Certificate of completion / Copy of construction contract
- Notification of qualified bidders: November 17, 2026

B. Pre-Bid Meeting and Site Visit

- **Pre-Bid Meeting:** A Pre-Bid Meeting shall take place.
 - Time and Date: November 19, 2026 / 14:00
 - Place: KOICA Bangladesh office
- Nonattendance at the Pre-Bid Meeting shall not be a cause for disqualification of a Bidder.
- **Site Visit:** A site visit conducted by the Employer will not be organized.
- The Bidder is advised to visit and examine the Site of Works and its surroundings and obtain, on its own responsibility, all information necessary for preparing the Bid and entering into a contract for the construction of the Works.

- The costs of visiting the site shall be at the Bidder's own expense.

C. Clarification of Bidding Document (ITB 7 & 21)

- A prospective Bidder requiring any clarification on the Bidding Document shall contact the Employer in writing.
- For clarification purposes only, the Employer's address is:
 - E-mail address: bangladesh@koica.go.kr
- Inquiries must be submitted to the employer between November 21, 2026, and 3:00 PM on November 25, 2026.
- Responses to inquiries: Sent via email to qualified bidders. (by November 26, 2026)
- **Amendment of Bidding Documents:** At any time prior to the deadline for submission of Bids, the Employer may amend the Bidding Document by issuing addenda.
- Any Addendum issued shall be an integral part of the Bidding Documents.

D. Bid Security (ITB 10 & 11)

- The Bidder shall furnish, as part of its bid, a Bid Security in the amount of 2.5% of the Bid Price in US Dollars (USD).
- The Bid Security must remain valid for at least ninety (90) days beyond the bid submission deadline.
- The Bid Security shall be, at the Bidder's option, in any of the following forms:
 - An unconditional bank guarantee (Form-7);
 - An irrevocable letter of credit; or
 - A cashier's or certified bank check.
- Any bid not accompanied by an irrevocable and callable Bid Security shall be rejected by the Employer as non-responsive. A Bid shall also be rejected if the Bid Security:
 - (i) deviates in form, amount, and/or period of validity; or
 - (ii) fails to provide sufficient identification of the Bidder.
- The Bid Security may be forfeited if the successful Bidder fails to:
 - (i) sign the Contract Agreement within the prescribed period; or
 - (ii) furnish the required Performance Security.

E. Submission of Bids (ITB 13, 14 & 15)

- Bidders shall submit their Bids by hand (Physical Submission). Electronic submission of Bids is not permitted.
- For Bid Submission purposes only, the Employer's address is:
 - Attention: Ms. Seunga Cho / Program Manager
Ms. Rasma Muzaffar / Program Officer
 - Address: bangladesh@koica.go.kr
- The Deadline for Bid Submission is:
 - Date and Time: December 13, 2026 / 16:00

- The Employer shall not consider any Bid that arrives after the Deadline for Submission of Bids. Any Bid received after the deadline shall be declared late, rejected, and returned unopened to the Bidder.

1) Preparation of Bid Price

- Bid Type: Lump Sum Price
- Bidders shall present a Bid Price using the prescribed form (Form-2), which must be duly signed and sealed before submission.
- The Bid Price shall be submitted in a separate sealed envelope. The envelopes shall:
 - Bear the name and address of the Bidder;
 - Be addressed to the Employer; and
 - Bear the specific identification (Bid Name and No.) of this bidding process.
- For Lump Sum Contracts, only the successful Bidder is required to submit a Priced BoQ before the commencement of Works (or as specified in the Contract).
- Safety Management Costs
 - At least 0.5% of the total construction cost (excluding contingencies).
 - The actual expenditure of Safety Management Costs must be settled upon completion.
- Contingencies
 - 5% of the total construction costs.
 - Contingencies may be used, in whole or in part, only under the explicit instructions of the Employer.

2) Additional Documents

- The Bidders shall submit with its Bid the following additional documents.
- In addition to the original Bid documents (one (1) hardcopy), the Bidder shall provide two (2) USB copy of the Bid.

Documents for Submission
a. Bidder's Information Sheet (Form-3)
b. Bid Security (Form-7)
c. Evidence of Signing Authority: Documents evidencing the authenticity of the applicant's signature or seal. - The written confirmation of authorization to sign on behalf of the Bidder shall consist of an organizational document, board resolution, or Power of Attorney (Form-5) specifying the representative's authority to sign the Bid, and legally bind the Bidder.
d. Documents Establishing Eligibility: Submit the original or a certified copy of the original. - Business Registration Certificate: City Corporation Trade License and Certificate of Incorporation - Tax Certificate: Tax Return Certificate / TIN Certificate / BIN Certificate - Construction License or Qualification Registration Certificate: - Contractor Registration Enlistment (book) / ABC Electrical and Supervisory License

- A Performance Certificate for at least one (1) similar project valued at no less than USD 300,000 completed within the past ten (10) years (2016-2025). (Form-12)
e. Declaration of Anti-Corruption (Form-10)
f. Evidence of Non-Debarment: A pledge (Form-9) or documentary evidence that the Bidder is not on any international organization's ineligibility list.
g. Integrity Pledge (Form-11)
h. Other Documents: - Self-checklist for submission of bid documents. (Form-17)
i. Documents Establishing Qualification: Refer to the submission requirements specified in Annex 1 (Evaluation and Qualification Criteria) (Form-12, Form-13) - A list of contracts of the same type or similar works performed over the last ten (10) years, including client contact details for verification. - Audited Financial Statements (Income Statement and Balance Sheet) for the last three (3) financial years (2023, 2024, and 2025).

F. Bid Opening (ITB 24)

- The bid opening shall take place at:
 - Address: KOICA Bangladesh office
 - Time and date: December 14, 2026 / 10:00
- The Employer shall open the Bids in public in the presence of the Bidders' designated representatives. Bidders or their authorized representatives are encouraged to attend the opening session.
- Disqualification: Bids that fall into any of the following categories shall be excluded from further evaluation:
 - (i) Bids exceeding the Official Estimate; or
 - (ii) Bids below the Minimum Acceptable Bid Rate.
- Any bid below the Minimum Acceptable Bid Rate is excluded because it is mathematically impossible for such a Bidder to achieve the minimum passing score for contract award, even if the Bidder receives a perfect score in the capability evaluation.
- Determination of the Official Estimate Based on Multiple Preliminary Prices
 - The Employer prepares and seals 15 different multiple preliminary prices within a range of $\pm 2\%$ of the base amount.
 - At the bid opening, four participating bidders are selected to each randomly draw one number.
 - The arithmetic mean of the four multiple preliminary prices corresponding to the drawn numbers is confirmed as the Official Estimate.
 - However, the Official Estimate may not exceed the Estimated Procurement Value.

G. Evaluation and Qualification Criteria

- The evaluation of Bids shall be conducted in accordance with the method and criteria specified in Annex 1 (Evaluation and Qualification Criteria).

6. Rejection of Bids (ITB 20)

- In accordance with ITB 20 and the Article 20 of KOICA Regulations for International Procurement, a Bid may be declared null and void (invalidated) if it fails to comply with the mandatory requirements.

7. Other Matters (ITB 26 & 27)

- The Bidder shall bear all costs associated with the preparation and submission of its Bid. The Employer shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- The language of the Bid, as well as all correspondence and documents relating to the Bid, shall be English.
- The prices quoted by the Bidder shall be fixed and not subject to adjustment during the performance of the Contract, unless otherwise specified in the Bidding Documents.
- All prices shall be quoted by the Bidder in United States Dollar (USD).
- Bidders shall strictly adhere to all requirements of the Bidding Documents, including any written amendments (Addenda) issued by Employer. (These Bidding Documents are prepared in accordance with the KOICA Regulations on Contracts and Procurement.)
- Bidders are advised to regularly check the KOICA Bangladesh Office website (Facebook) for any amendments, updates, or clarification regarding this Bidding process.
- The Employer shall publish the results of the Bidding on the KOICA Bangladesh Office website (Facebook), including:
 - The name of each Bidder and their respective Bid prices; and
 - The name of the Successful Bidder and the final contract price.

Annex 1: Evaluation and Qualification Criteria

Annex 2: Contract Data

Evaluation and Qualification Criteria

The Qualifications of other firms such as the Bidder's subsidiaries, parent entities, or affiliates shall not be permitted.

1. Capability Evaluation (20 Points)

A. Construction Experience (10 Points)

Construction Experience	Distribution (Points)	Remarks
1) Construction experience of a similar nature to the subject contract within the last 10 years	Points shall be awarded based on the grade corresponding to the percentage, which is calculated by dividing the value of total construction experience of a similar nature to the subject contract within the last 10 years by the evaluation baseline value. A: 75% or more: 10.0 B: 65% or more: 9.2 C: 55% or more: 8.4 D: 45% or more: 7.6 E: 30% or more: 6.6 F: Less than 30%: 5.5	<u>Evaluation baseline value:</u> \$379,897.60

1) (Competitive Bidding Works subject to Past Performance Requirements)

- Construction experience of a similar nature to the subject contract within the last 10 years Participation as a contractor, Joint Venture partner, or Subcontractor, in at least one contract that has been satisfactorily and substantially completed within the last 10 years and that is similar to the proposed works, where the value of the Bidder's participation meets or exceeds \$ 300,000. The similarity of the Bidder's participation shall be based on:
 1. Similar Project: Hospitals, universities, technical training centers, offices, etc.
(Excluding factories and facilities related to industrial infrastructure)
- For contracts under which the Bidder participated as a Joint Venture partner or Subcontractor, only the Bidder's share, by value, shall be considered to meet this requirement.
- If the contract value is not in US Dollars (USD), the exchange rate to be used to calculate the value of the construction experience shall be the selling rate of the Recipient Country's central bank on the date of the Invitation for Bids.
- Documents (Submission Requirements): Form-12
- In addition to the submission requirement Form-12, the Bidder shall provide the following supporting documents:
 1. Signed Contract Agreement, and
 2. Certificate of Completion of the Works (or equivalent) or Performance Certificate, in sufficient detail to verify the contract name, value and completion time. If the documents

are in a language other than English, an accurate certified translation of these documents into English shall be provided.

B. Financial Situation (10 Points)

o Historical Financial Performance (10 Points)

Item		Grade	Points
Debt-to-Equity Ratio (Total Liabilities/Net Worth) for the last 3 years	Points shall be awarded by comparing the bidder's debt-to-equity ratio against the industry average for the relevant category of works. (Reference ratio: 104.94%)	A: Less than 100%	5.0
		B: Less than 130%	4.5
		C: Less than 160%	4.0
		D: Less than 190%	3.5
		E: 190% or more	3.0
Current Ratio (Current Assets/Current Liabilities) for the last 3 years	Points shall be awarded by comparing the bidder's current ratio against the industry average for the relevant category of works. (Reference ratio: 139.21%)	A: 100% or more	5.0
		B: 90% or more	4.5
		C: 80% or more	4.0
		D: 70% or more	3.5
		E: Less than 70%	3.0
Total			

- Submission of audited financial statements or, if not required by the law of the Bidder's country, other financial statements acceptable to the Employer, for the last 3 years (2023/2024/2025) to demonstrate the current soundness of the Bidder's financial position. (If an audit is not required under local law, submit other financial statements approved by the Employer)
- Documents (Submission Requirements): Form-13 with attachments

2. Price Evaluation (80 Points)

The score for the Bid Price is calculated based on its proximity to the Minimum Acceptable Bid Rate (90% of the Official Estimate).

- o Formula: $80 - 20 \times | (90/100 - \text{Bidding Price/Official Estimate}) \times 100 | = \text{Bid Score}$
- o If the value of "Bidding Price/Official Estimate" has decimal points, it shall be rounded to the fifth decimal place.
- o If the bidder's Bidding Price is 90.25% or above of the Official Estimate, the bidder will receive a score of 75 for the price evaluation. (Only for the bidders whose Bidding Price is lower than the Official Estimate)
- o Minimum Score is 2.0

3. Qualification Threshold

A bidder subject to the qualification evaluation must obtain a total composite score (Capability + Price) of 95 points or higher to be awarded the contract.

Annex 2: Contract Data

Contract Data

Employer's Name and Address	Name: KOICA Bangladesh Office Address: Level 3, Unit A. I-K Tower, Plot no. CEN(A)-2, North Avenue, Gulshan 2, Dhaka 1212, Bangladesh
CM's Name and Address	Name: Heerim Architects & Planners Co., Ltd. Address: 12F Gangdong Tower, 39, Sangil-ro 6-gil, Gangdong-gu, Seoul, 05288, South Korea
Time for Completion	180 days (6 months)
Contract Period	210 days (7 months)
Defect Notification Period (DNP)	1 years
Maintenance security	3% of the contract price
Governing Law	Relevant Laws and Regulations of Bangladesh
Ruling language	English
Language for communications	English
Performance Security	The performance security will be in the form of an unconditional bank guarantee in the amount of 15% of the Contract Price.
Delay damages for the Works	0.05% of the final Contract Price per day, in the currencies in which the Contract Price is payable.
Maximum amount of delay damages	15% of the final Contract Price.
Contingencies	5%
Adjustments for changes in Cost and Escalation	Not applicable
Total advance payment	1) 20% of the Accepted Contract Amount is paid when the advance payment bank securities are submitted. 2) The advance payment will be deducted from each requested payment amount in accordance with the "Public Procurement Rules in Bangladesh (PPR 2008)." 3) The guarantee amount for AP securities must be at least equal to the advance payment 4) The expiry date of AP securities period is contract period plus at least 60 days.

Percentage of Retention	N/A
Insurance required for the Works	Contractors All Risk (CAR) Insurance specifically for this project
Other insurances required by Laws and by local practices	Insurance under the relevant laws of Bangladesh
International Arbitration	International arbitration shall be: (i) Administered by: [Korean Commercial Arbitration Board] (ii) Conducted in accordance with the rules of: [International Arbitration Rules of the Korean Commercial Arbitration Board]