



TENDER NOTICE

INVITATION TO BID FOR Gardening Inputs

1st September 2026

Organization: Society for Health Extension and Development (SHED)

Tender Reference: SHED/Tender/NSFSI/08/2026/645

Dear Sir,

SUBJECT: Invitation to Tender for Provision of procuring Gardening inputs/tools, Vegetable seeds, organic compost and bamboo.

Further to your enquiry regarding the publication of the above-mentioned Invitation to Tender, please find enclosed the following documents, which constitute the tender dossier:

- Annex-1: Instructions to Tenderers**
- Annex-2: SHED's Terms and Conditions**
- Annex-3: Bidder's Declaration Form**
- Annex-4: Request for Quotation (RFQ) form**
- Annex-5: Tenderer's Technical Evaluation Criteria**
- Annex-6: Supplier Registration Form**
- Annex-7: Tenderer's Relevant Experience**
- Annex-8: SHED Code of Conducts - Associated Policies**
- Annex 9: Delivery Lead Time**

We look forward to receiving your tender as per requirements mentioned in the tender documents. Your tender bid must include the following documentation, so please use the above list as a 'Checklist' before submitting your tender to SHED.

A) Essential documents for Admin Evaluation:

All below essential documents for Admin Evaluation are minimum requirement to qualify in the technical tender evaluation process

• Valid Trade License
• TIN Certificate
• VAT/BIN Registration Certificate
• Bank statement from bank authority for the past 6 months
• Tender Declaration – Signed, Stamped and Dated
• Tenderers Relevant Experience – Signed and Stamped

• Sample - Sample must be submitted during bid submission. No bid will be considered without sample
• Germination test certificate (only for Lot 2 – vegetable seeds)

Tender documents availability:

Tender Documents are available free of cost in the Tender Section of Bdjobs.com webpage:
www.bdjobs.com

2. Important Timeline & Event Schedule

Sl.	Event / Description	Date, Time & Location
1	Tender Publication Date	1st September 2026
2	Pre-Bid Meeting (Clarifications)	Pre-bidding Meeting with SHED Monday, September 7, 2026 3:00 PM - 4:00 PM (BST) Meeting link: https://teams.live.com/join/939947593905?p=42HE32r2A8UKvjuRM3
3	Tender Submission Deadline	16th September 2026 by 12:00 PM
4	Submission Email Address	procurement_tenderinbox@shedbd.org
5	Sample submission	SHED Liaison Office, 1st floor 1(E), Coral Reef, Purbita, Sultan Villa, Police Super Moor, Baharchora, Cox's Bazar, on or before 16th September 2026 by 12:00 PM
6	Tender Opening Date & Time	16th September 2026 by 12:30 PM
7	Tender Opening Location	SHED Liaison Office, 1st floor 1(E), Coral Reef, Purbita, Sultan Villa, Police Super Moor, Baharchora, Cox's Bazar

3. Submission Rules & Instructions

- Electronic Submission Only:** All bids must be submitted exclusively via email to procurement_tenderinbox@shedbd.org.
- No Hard Copies:** Physical/paper submissions are **prohibited**.
- Sample:** Sample must be submitted at SHED Liaison Office, Cox's bazar.

d) **Email Subject Line:** Bidders must state the tender reference number in the subject line:

“Tender Offer- SHED/Tender/NSFSI/08/2026/645–Gardening Inputs”

To get detailed tender documents, including full terms, conditions, and evaluation criteria, **click the link and download all the tender documents.**

[Tender documents Annex\1. Invitation to Tender.pdf](#)
[Tender documents Annex\2. Annex-1 - Instructions to Tenderers.pdf](#)
[Tender documents Annex\3. Annex-2 - SHED Standard Terms and Conditions.pdf](#)
[Tender documents Annex\4. Annex-3 - Tenderers Declaration.pdf](#)
[Tender documents Annex\5.1 Annex-4 - RFQ LOT-1 \(Gardening Tools\).pdf](#)
[Tender documents Annex\5.2 Annex-4 - RFQ LOT-2 \(Vegetable seeds\).pdf](#)
[Tender documents Annex\5.3 Annex-4 - RFQ LOT-3 \(organic compost\).pdf](#)
[Tender documents Annex\5.4 Annex-4 - RFQ LOT-4 \(Bamboo\).pdf](#)
[Tender documents Annex\6.1 Annex 5-Technical Criteria Lot 1.pdf](#)
[Tender documents Annex\6.2 Annex 5-Technical Criteria Lot 2.pdf](#)
[Tender documents Annex\6.3 Annex 5-Technical Criteria Lot 3.pdf](#)
[Tender documents Annex\6.4 Annex 5-Technical Criteria Lot-4.pdf](#)
[Tender documents Annex\7. Annex 6-Supplier Registration Form.pdf](#)
[Tender documents Annex\8. Annex-7 Tenderers Relevant Experience.pdf](#)
[Tender documents Annex\9. Annex-8 SHED Code of Conduct.pdf](#)
[Tender documents Annex\10 Annex-9 -Delivery lead time.pdf](#)

Late Submissions: Bids received without sample after **12:00 PM on 16th September 2026** will be automatically rejected.