



**ASIAN UNIVERSITY
FOR WOMEN**

Request for Proposal of Topographic Survey for Asian University for Women

RFP Summary Sheet

Name of the company	Asian University for Women
Procurement Reference Number	AUW/21-22_AUW_TOPOGRAPHIC_SURVEY
Date of issue of the RFP	18 th December, 2021
Date and Closing Time for RFP submission	19 th December, 2021 (4:00 pm) (GMT +6)
Quotation submission mail address	tender_22@auw.edu.bd
Address for Communication	Asian University for Women 20/A M. M. Ali Road Chattogram 4000, Bangladesh Tel: +880-31-285-4980 Fax: +880-31-285-4988

Bidders are invited to submit their proposal in accordance with the enclosed Request for Proposal (RFP) terms. AUW reserves the right to reject any or all offers without assigning any reason.

Complete confidentiality should be maintained. Information provided here should be used for its intended scope and purpose. Retention of this RFP signifies your agreement to treat the information as confidential.

All communication with regard to this request for proposal needs to be directed to AUW directly while in copy of all these communications at the email addresses mentioned in the RFP mail.

For any further queries can contact in below mail: Primary point of contact for RFP process and technical queries Mohammed Ishrat Bin Mahbub; Head of Procurement; Email: mohammed.mahbub@auw.edu.bd; Contact Number: +8801926673027; Whatsapp: +8801671470348 and Looping Address for queries Manoj Prasad Ghantasala; Chief Financial Officer manoj.ghantasala@auw.edu.bd

Proposal should be submitted only in the email: tender_22@auw.edu.bd

No other AUW email should be in TO/CC/BCC. Any proposal violate this instruction may face the cancellation of their proposal.

Request for Proposal: Topographic Survey of Asian University for Women in Chattogram, Bangladesh

BACKGROUND

Asian University for Women (AUW) is the first of its kind: an independent, regional institution dedicated to excellence, women's education and leadership development. Located in Chattogram, Bangladesh, AUW exists solely to educate and empower a rising network of women leaders through the transformative power of American-style liberal arts and sciences education. AUW intends to establish its new campus in 140 acres of land in the city's Arefin Nagar, Bayezid area. The Asian University for Women (AUW) strives to be an international center of excellence, focused on women's education and empowerment. Asian University for Women is now looking to Topographic Survey for its project.

Proposed Project Scope	
Type of Development	Institutional (University)
Site Work Area	o 140 acres (Approximate)
Scope of Work	o Topographic Survey on 140 Acres Area o The topographic survey may need to have defined measures of one foot or two feet or even a meter.



Courtesy: Moshe Safdie Architects

Figure 1: Project Area

The bidder (Offeror) should submit	
1	Trade License.
2	TIN/BIN.
3	Company profile.
4	Similar survey experience details (Years, Project, amount of work).
5	Large survey experience details.
6	Client List (client certificate will be an advantage).
7	Bank solvency certificate.
8	Number of employees with their year of experience for topographic survey.
9	Additional facilities to offer for AUW Survey. (Drone survey or any other that can add additional advantage for the survey)
10	TIMELINE: Overall timeline to accomplish the survey.
11	Health, Safety & Environmental (HSE): All HSE requirements should be ensured by the offeror that they discharge their responsibility effectively.
12	Permissions: Any permission related to the survey work must be taken by offeror. It is solely offeror responsibility to take such permissions. (E.g: Drone permission or any other permission from the related authority).
13	Completion Handing and Taking Over: The survey company have to handover the survey details to the AUW Authority with the expert details and the handover will accomplish once AUW team confirms the completion of the handover.

Financial Proposal:

Financial Proposal should have details that includes VAT and Tax details.