



Request for Proposal (RFP)

For

Operation and Management of A Multi-Purpose Business Center



Submission Deadline:
15 June 2026 (on or before)

Submit to:
The Chief Executive Officer
IsDB-BISEW
IDB Bhaban (4th Floor), Begum Rokeya Sharni
Sher-e-Bangla Nagar, Dhaka 1207

**REQUEST FOR PROPOSAL (RFP)
FOR
OPERATION AND MANAGEMENT OF A MULTI-PURPOSE BUSINESS CENTER**

Ref. No: IsDB-BISEW/RFP/2026/1674

Islamic Development Bank-Bangladesh Islamic Solidarity Educational Wakf (IsDB-BISEW) has newly constructed a 15-storied Twin Tower and 4-storied Multipurpose Business Center with 3-level Basement on a 2 acres of land located at Agargaon Administrative Area, Sher-e-Bangla Nagar, Dhaka.

IsDB-BISEW now intends to lease out its entire Business Center to a reputed Firm(s) having adequate experience in operation and management of Multipurpose Business Center for arranging meetings, seminars, symposiums, corporate events of high-end clients.

IsDB-BISEW hereby invites proposals from reputed Firm(s) along with a Business Plan supported by a Feasibility Study to demonstrate that their Business Plan using IsDB-BISEW's facilities would be financially viable and commercially lucrative for them.

A) The particulars of the Multipurpose Business Center:

A tentative interior design of the Business Center is attached with this document to have an idea the use of the Business Center. Interested Firm(s) may amend/modify/change the tentative design (except for Multipurpose Hall at 3rd floor, Toilet Blocks, Stairs) and use of the space as per their Business Plan.

The Business Center is ready to lease out without any interior works, except the floor and wall finish with granite, marble and tiles for lift lobbies, toilet blocks and stairs. The major facilities of Business Center are as follows:

1. The Business Center is located along the frontal main 150 feet wide road;
2. The Façade of the 4-storied Business Center is constructed with decent composition of limestone and fair face concrete which renders a unique architectural view;
3. The gross per floor area of the Business Center is more or less 20,000 square feet and the total floor area is approximately 80,000 square feet;
4. The floor and wall of main Entry Foyer, Lift Lobbies, Stairs and Toilet Blocks of more or less 6,900 square feet per floor are finished with Granite, Marble and Tiles and shall be excluded in the proposal of the interested parties;
5. 4 Passenger Elevators, 1 Cargo Elevator and 1 Elevator for Disabled Persons;
6. Central Air-Conditioning and Basement Ventilation System;
7. 3 Wide Staircase;
8. 100% Power Backup Facilities;
9. Dedicated Parking Slots.

B) The proposal should include the following:

- 1) Interested Firm(s) must submit a Business Plan with the design of detail interior works and decoration;
- 2) Interested Firm(s) must submit the estimated costs of proposed interior works and decoration and shall have the financial capability of carrying out the entire interior works and decoration of the Business Center as per their business plan;
- 3) Interested Firm(s) must have the financial capability to furnish a significant amount of security deposit (not adjustable with the rent) for the duration of the leased period in the Form of Pay-Order;
- 4) The proposal of the interested Firm(s) must propose the amount of security deposit, lease term, yearly rent for the entire Business Center, the provision for the enhancement of rent and propose other terms & conditions, if any;
- 5) Proposed interior design showing commercial components as per Business Plan;
- 6) Work Program in Bar Diagram showing commencement and completion dates of activities for completion of the Interior Design Works and commencement date of Commercial Operation of the Business Center.

C) Interested Firm(s) are requested to submit the following with the proposal:

- 1) Firm(s) Profile demonstrates the adequate relevant experience of the Firm(s);
- 2) Qualified and experienced management and operational team;
- 3) 5(five) years Audited Accounts of the Firm(s);
- 4) Ongoing similar business of the Firm(s);
- 5) Valid documents of Firm(s);
- 6) Declaration of Site Visit.

D) Submission Deadline

Proposal must be submitted on or before **15 June 2026** to the address below:

The Chief Executive Officer

Islamic Development Bank-Bangladesh Islamic Solidarity Educational Wakf (IsDB-BISEW)

IDB Bhaban (4th Floor), E/8-A, Rokeya Sharani, Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh

Telephone: 02223374601, 09638917000, E-mail: info@isdb-bisew.org, Web: www.isdb-bisew.org

E) Rights Reserved

IsDB-BISEW reserves the right to accept or reject any or all RFPs without assigning any reason.