Invitation for Applications for Enlisting Service Providers
Bangladesh Rural Electrification Board (BREB)

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH		
1.	Ministry/Division	**Ministry of Power, Energy and Mineral Resources/ Power Division**
2.	Agency	**Bangladesh Rural Electrification Board (BREB)**
3.	Invitation for	**Selection of prospective service providers for installing Rooftop Solar Systems on Households, Commercial Properties, Solar Irrigation Pumps, Solar Cold Storage, EV Charging Stations, Floating Solar Systems, and any other potential structures of Private Ownership in Dhaka Division (Except DESCO & DPDC Jurisdiction Area).**
4.	Invitation Ref No	27.12.0000.119.74.002.2026.1763
5.	Date	01/11/2026
PARTICULAR INFORMATION		
6.	Project / Programme Name	**National Rooftop Solar Programme**
7.	Last Date and Time of Closing/Submitting Application	**08/11/2026; Time: 15:00 BST hours**
8.	Application Form Availability	Application form will be available in BREB website (**www.reb.gov.bd**). Form should be downloaded from the website and has to be filled up by the Applicant as per the instruction cited in the form. A pay order amounting Tk. 500 (Five Hundred) issued from any Scheduled Bank in favor of BREB has to be attached with duly filled up application form. **N.B: Service Providers previously enlisted need not to apply again.**
9.	Name & Address of the Office(s) for Application Form Submission	Directorate of Renewable Energy, 7th Floor, Training Academy Building, BREB Head Quarter, Nikunja-2, Khilkhet, Dhaka-1229 and PBS's Head Quarter of: Dhaka Palli Bidyut Samity-1/2/3/4, Narayanganj Palli Bidyut Samity-1/2, Gazipur Palli Bidyut Samity-1/2, Narshingdi Palli Bidyut Samity-1/2, Tangail Palli Bidyut Samity, Kishorganj Palli Bidyut Samity, Munshigonj Palli Bidyut Samity, Manikganj Palli Bidyut Samity, Faridpur Palli Bidyut Samity, Rajbari Palli Bidyut Samity, Gopalganj Palli Bidyut Samity, Madaripur Palli Bidyut Samity & Shariatpur Palli Bidyut Samity.
INFORMATION FOR APPLICANT		
10.	Eligibility of Applicant	a. Must have a valid Trade License b. Must have a TIN c. Must submit a valid Bank Solvency Certificate of BDT 10 lacs issued by a scheduled bank not older than six months from the date of submission. d. Must submit a certificate or official document from the relevant tax authority evidencing payment of all due taxes for the most recent fiscal year. e. Must have minimum 2kW Solar System Installation experience.

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নবায়নযোগ্য জ্বালানি পরিদপ্তর
বাপবিবো, ঢাকা।

		f. Other criteria are Available with the Application form.
11.	Service Providers Responsibilities	• To provide necessary services for installing Rooftop Solar Systems on Households, Commercial Properties, Solar Irrigation Pumps, and any other potential structures of Private Ownership. • To rent private roofs and premises for the installation of Rooftop Solar Systems and sell excess energy to distribution utilities. • To provide necessary Operation & Maintenance to keep the Rooftop Solar Systems operative. • To introduce and operate a helpline desk to facilitate rooftop solar system installation. • To advertise and motivate private property owners regarding different models with their attractive packages of rooftop solar systems and their financial benefits. • Any others Responsibilities Available with the Application form.
12.	Price of Application Form **(Tk)**	**500.00 (Pay-Order in favor of BREB)**
13.	Registration/Enlistment Fee **(Tk)**	**5,000.00 (Pay-Order in favor of BREB)**
LOCAL UTILITY DETAILS		
14.	Name of Official Inviting Application	Md. Shahinur Rahman Mollah, Director (Technical) C.C. Directorate of Renewable Energy, BREB, Dhaka.
15.	Designation of Official Inviting Application	Director (Technical) C.C.
16.	Address of Official Inviting Application	Directorate of Renewable Energy, 7th Floor, Training Academy Building, BREB Head Quarter, Nikunja-2, Khilkhet, Dhaka-1229
17.	Contact details of Official Inviting Application	**+8802-8900370** / **renewableenergy.breb@gmail.com**
18.	The original & two copies of the application shall be submitted within the due date and time as mentioned above.	
19.	The Utility reserves the right to reject all Applications.	
20.	Service providers shall be enlisted in as per-district basis within the division. An application submitted under a specific district shall be considered solely for enlistment within that designated district.	

রমিপ্রসাদ পাল
উপ-পরিচালক (কারিগরী)
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Bangladesh Rural Electrification Board

Application Form for Selection of Service Provider



Application No:

Application

[This Form should be completed and signed by Applicant]

To: Md. Shahinur Rahman Mollah Director (Technical) C.C. Directorate of Renewable Energy, BREB, Dhaka.	**Date**:
Invitation for Application No: 27.12.0000.119.74.002.2026.1763; Dated: 01/11/2026	
Name of the District (Applicant wants to be enlisted in):	

1.	**Information of the Applicant**	
1.1	Applicant's legal Name:	
1.2	Constitution of Applicant: *[USE √ MARKS]*	□ Proprietorship □ JVCA □ Pvt. Ltd
1.3	Date of Constitution/Registration:	
1.4	Business/Mailing Address:	• Vill/Street:..... • P.O: ..... • District/City: ..... • Post Code:..... • Telephone: ..... • Fax:..... • E-Mail:.....
1.5	VAT Registration Number:	
1.6	TIN:	
1.7	Personal Information of Proprietor/Managing Director/(In case of a JVCA only lead partner)	• Name: ..... • Male / Female *[USE √ MARKS]* • Father's Name: ..... • Mother's name: ..... • Age:..... • Educational Qualification: ..... • National ID (if any): .....
1.8	Details communication	• Telephone: • Fax: • E-Mail:

2.	**Information on Debarment:**		
2.1	Have you ever been debarred by any Govt. agency *[USE √ MARKS]*	☐ Yes ☐ No	**If yes, please state when and where and for how long.**

3.	**Legal/Regulatory Requirement:**	
3.1	a. Must have valid Trade License b. Must have TIN Certificate c. Must have Value Added Tax (VAT) Registration Certificate d. Within the last ten (10) years (counting from the date of publication), the applicant must have successfully implemented at least one (1) solar system of 2 kWp capacity (Ongrid/Offgrid), in the capacity of an Engineering, Procurement, and Construction (EPC) contractor. Certification from the client (with valid contact information) shall be required. e. The Applicant must be a legally registered business entity in accordance with the laws of its country of origin. f. The Applicant must provide a valid bank solvency certificate of BDT 10 lacs issued by a scheduled bank, not older than 3 months from the date of submission. g. The Applicant shall submit a certificate or official document from the relevant tax authority evidencing payment of all due taxes for the most recent fiscal year (If applicable). h. The Applicant, as well as any member of its Board of Directors or management, must not be subject to any government-imposed prohibition, suspension, or blacklisting. i. The Applicant shall submit a declaration affirming that neither it nor its management has ever been sanctioned, penalized, or debarred by any government or statutory authority. j. The original & two copies of the application shall be submitted within the due date and time as mentioned in the Invitation for Enlistment.	
3.2	The Applicant shall qualify for all the requirements stated in section 3.1 of this Application Form and submit the documents stated in section 4 to qualify for enlistment. The submitted documents will be used for the evaluation process. Additional sheets/documents may be used by the applicants.	

4.	**List of supporting documents submitted (tick appropriate one):**	
4.1	3 copies of PP size photograph of Proprietor/Managing Director	☐
4.2	TIN Certificate	☐
4.3	VAT Registration certificate	☐
4.4	JVCA agreement (in case of JVCA)	☐
4.5	Certificate of Incorporation of the Firm (in case of company registered under RJSC)	☐
4.6	Valid Trade License	☐
4.7	An affidavit, confirming that the Applicant has the legal capacity to enter into a contract, and have not been declared ineligible by the Government of Bangladesh on charges of engaging in **Corrupt, Fraudulent, Collusive or Coercive practices.** ***(Appendix-1)***	☐
4.8	Duly signed and sealed original Application Form, or original proof of purchase of the Pay Order.	☐
4.9	Documentary evidence of successful implementation of solar system mentioning capacity and date of implementation in capacity of EPC contractor along with operation and maintenance time the EPC has successfully carried out. Certification from the client/end user (with valid contact information) showing the applicant/JVCA partner's name as the EPC contractor, shall be required.	☐
4.10	Valid bank solvency certificate issued by a scheduled bank, not older than 3 months from the date of submission.	☐

4.11	Certificate or official document from the relevant tax authority evidencing payment of all due taxes for the most recent fiscal year. (If applicable)	☐
4.12	A declaration affirming that neither the applicant nor its management has ever been sanctioned, penalized, or debarred by any government or statutory authority. The Applicant, as well as any member of its Board of Directors or management, must not be subject to any government-imposed prohibition, suspension, or blacklisting.	☐
4.13	A declaration affirming that, • If selected as a listed service provider, the applicant will pay a one-time enlistment fee of BDT 5,000/- in favor of the enlisting utility, • The listed service provider will use SREDA/BSTI approved equipment, • If selected as a listed service provider, the applicant will execute his responsibilities until 31st December 2028.	☐
5.	Service Provider Responsibilities: • To provide necessary services for installing Rooftop Solar Systems (with or without battery) on Households, Commercial Properties, Solar Irrigation Pumps, Solar Cold Storage, EV Charging Stations, Floating Solar Systems, and any other potential structures of Private Ownership. • To formulate customized packages for customers who are willing to install renewable energy technology including rooftop solar systems. • To use private roofs and premises for the installation of Rooftop Solar Systems and sell energy to distribution utilities adopting different authorized financial models. • To provide necessary Operation & Maintenance Services to keep the Rooftop Solar Systems operative. • To introduce and operate a helpline to provide information and facilitate rooftop solar system installation, • To advertise and motivate private property owners regarding different models with their attractive packages of rooftop solar systems and their financial benefits, • To provide the roof owners the benefits of attained Carbon Credit/REC. • The authorized models includes but not limited to- a) The customer consumes the entire portion of generated electricity for their own use. b) The customer consumes the generated electricity, and surplus electricity is exported to the grid (without roof rent). c) The customer consumes the generated electricity and surplus electricity exported to the grid (with roof rent).	
6.	Solar Rooftop Service Provider list shall comprise [For a District insert number that is four times the number of upazila/For City Corporation area insert number that is four times the number of Wards in that cluster (NOCS/S&D/PBS HQ or Zonal Office)] nos. of candidates selected based on the scoring system described in *Appendix-2.*	
7.	**Name of the District/ Upazila/ Cluster (NOCS/ S&D/ PBS HQ or Zonal Office) the Applicant wants to be enlisted in :** [To be filled up by the Applicant]	
8.	A single entity may submit only one application, either individually as a sole participant or as a member of a JVCA for enlistment in one district/cluster.	
9.	This list for service providers will remain valid until 31st December 2028. But if any complaint against a service provider is proved to be true, involved utility or the district level rooftop solar system committee will have the authority to remove a service provider from the list.	
10.	The Applicants will be evaluated based on the criteria stated in *Appendix-2*.	
11.	Price of the application form is BDT 500.00 (BD Taka Five Hundred Only) As Pay-Order (Non-refundable) from any schedule Bank in Bangladesh in favour of "Bangladesh Rural Electrification Board (BREB)".	
12.	For the applicants selected for enlistment, the fee is BDT 5,000.00 (BD Taka Five Thousand Only) as non-refundable Pay Order from any scheduled bank in Bangladesh in favor of Bangladesh Rural Electrification Board (BREB)". Selected applicants shall submit the original pay order along with their application to the Official Inviting Application within seven (07) calendar days from the date of issuance of the selection notice. Failure to submit the required pay order within the stipulated timeframe along with an application shall render the applicant non-responsive, and the candidate holding the next highest position shall be considered for enlistment.	

13.	Service providers shall be enlisted on a per-district/cluster basis within the division. An application submitted under a specific district/cluster shall be considered solely for enlistment within that designated district/cluster.	
14.	Specimen Signature of the Applicant:	

মোঃ মোজাম্মেল হক
সহকারী প্রকৌশলী
।বায়নযোগ্য জ্বালানী পরিদপ্তর
বাপবিবো,ঢাকা।

রামপ্রসাদ পাল
[illegible]
[illegible] জ্বালানী পরিদপ্তর
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Appendix-1

Affidavit to be submitted by Applicants

(To be executed on 300 BDT non-judicial stamp paper)

I..... S/o//D/o..... presently residing at ..... hereby state as follows:

I was born on..... (date) in ----------(name of District)

I take oath and solemnly declare/affirm that, I have the legal capacity to enter into a contract with roof owner, and have not been declared ineligible by any Government/Semi-Government/Autonomous bodies of Government of Bangladesh on charges of engaging in Corrupt, Fraudulent, Collusive or Coercive practices, and I further declare that I am a Citizen of Bangladesh.

and

the particulars furnished by me above are correct and that I have not concealed or misrepresented any facts.

.....

Signature of the Applicant

WITNESSES

1.....
2.....

Sworn to before me

This..... Day of .....20 at .....

.....

Notary Public

Notary Public

মোঃ শাহীনুর রহমান মোল্লা
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Scoring System (Total attainable score 100)

1. Location:

Sl. No.	Description	Score
1	Service Provider or lead partner of the JVCA is registered in the same district	40
2	Service Provider or lead partner of the JVCA is registered in the adjacent district	25
3	Service Provider or lead partner of the JVCA is registered in the same division	15
4	Service Provider or lead partner of the JVCA is registered in a different division	10

2. SREDA Enlistment:

Sl. No.	Description	Score
1	Service Provider or lead partner of the JVCA is registered with SREDA/IDCOL	10
2	Service Provider or lead partner of the JVCA is not registered with SREDA/IDCOL	5

3. Experience:

Sl. No.	Description	Score
1	Service Provider or lead partner of the JVCA with prior experience of Design, Supply, Installation, Testing and Commissioning of solar rooftop system with 30 kWp capacity.	30
2	Service Provider or lead partner of the JVCA with prior experience of Design, Supply, Installation, Testing and Commissioning of solar rooftop system with 15 kWp capacity.	25
3	Service Provider or lead partner of the JVCA with prior experience of Design, Supply, Installation, Testing and Commissioning of solar rooftop system with 10 kWp capacity.	20
4	Service Provider or lead partner of the JVCA with prior experience of Design, Supply, Installation, Testing and Commissioning of solar rooftop system with 2 kWp capacity.	15

4. Start-Up (New Entrepreneur):

Sl. No.	Description	Score
1	Service Provider or lead partner of the JVCA without any prior experience (Start-Up/New Entrepreneur).	10

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5. Women Empowerment:

Sl. No.	Description	Score
1	Service Provider or lead partner of the JVCA is a Women-owned Sole Proprietorship.	10
2	Service Provider or lead partner of the JVCA is not a Women-owned Sole Proprietorship.	5

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