



PUBALI BANK LIMITED
ESTABLISHMENT DIVISION
HEAD OFFICE, 26 DILKUSHA C/A, DHAKA-1000.


Date: 03-01-2017

INVITATION FOR TENDERS

Notice inviting quotation for supply and installation of one Digital Photocopy Machine(speed 36-40 CPM (A4)), with ADU & pen drive facility, Printer & Colour scanner facility at Pubali Bank Limited, Credit Division, Head Office, Dhaka (All rates include VAT & IT, which will be deducted from the gross bill by the Bank). Carrying cost will be borne by the supplier.

1. Procuring Entity : Pubali Bank Limited, Establishment Division, Head Office, 26 Dilkusha C/A, Dhaka-1000.
2. Tender Name : Supply, installation of one Digital Photocopy Machine(speed 36-40 CPM (A4)), with ADU & pen drive facility, Printer & Colour scanner facility at Pubali Bank Limited, Credit Division, Head Office, Dhaka.
3. Price of Tender Document : Not applicable.
4. Eligibility of Tenderers :
 - i) Minimum work experience of 05 (Five) years.
 - ii) Having valid trade license up to date, Income Tax clearance certificate and VAT registration certificate.
 - iii) Must be financially solvent (solvency certificate to be submitted).
5. Amount of Tender security : 2.5% of total bid amount in the form of Payment Order favoring Pubali Bank Limited, Head Office, Dhaka – 1000.
6. Name and address of the office from where tender documents will be obtained & to be dropped : Pubali Bank Limited, Establishment Division (12th floor), Head Office, 26 Dilkusha C/A, Dhaka – 1000.
7. Last date & time for tender submission : Up to 11.00 AM (BST) on **11.01.2017**.
8. Date and time for tender opening : At 11.30 AM (BST) on **11.01.2017** in presence of bidder (if any).
9. Special Instructions :
 - i) Pubali Bank Limited reserves the right to accept partly or fully any quotation or reject any or all quotations without assigning any reason whatsoever and is not bound to accept the lowest quotation.
 - ii) **Lowest price** is not the only criteria to accept the bid. Quality job with competitive price shall be appreciated.

Bidders are insisted to apply who are related with similar nature of works with well reputation.


B.M Shahidul Haque
General Manager