

**PUBALI BANK PLC.**  
ESTABLISHMENT & GENERAL SERVICES DIVISION  
HEAD OFFICE, DHAKA.

**INVITATION FOR TENDER**

Sealed Tenders are hereby invited from the eligible Tenderers who can participate in the following work as per terms & conditions stated below.

1. Procuring Entity : Pubali Bank PLC., Establishment & General Services Division, Head Office, 26 Dilkusha C/A, Dhaka-1000.
2. Tender Name : **Supply, installation & commissioning of Wireless Conference system at Conference Room of our Gulshan Corporate Branch, Gulshan-2, Dhaka.**
3. Price of Tender Document : Tk. 1000/- (Taka One Thousand) only including VAT (non-refundable) to be deposited to the CD Account # 3555-901-045247 maintained with Pubali Bank PLC. Account Name: Sales Proceed of Tender Schedule of Pubali Bank PLC.
4. Eligibility of Tenderers :
  - i) Minimum work experience of 3(Three) years in similar nature of works.
  - ii) The tenderer must have experience during 3(Three) years in completion of work(s) in same nature costing minimum Tk. 10.00 (Ten) lac only in a single work order.
  - iii) Having valid trade license up to date, Income Tax clearance certificate and VAT registration certificate.
  - iv) Must be financially solvent (solvency certificate to be submitted).
5. Time for completion of the work : 45(Forty Five) Calendar days from the issuing date of work order (who are not capable to do the work in the schedule time need not to participate).
6. Amount of Tender security : 2.5% of total bid amount in the form of Payment Order (refundable) favoring Pubali Bank PLC., Head Office, Dhaka-1000. **“No tender will be considered without tender Security (Earnest money)”**.
7. Name and address of the office from where tender documents will be obtained & to be dropped. : Pubali Bank PLC., Establishment & General Services Division (12<sup>th</sup> Floor), Head Office, 26 Dilkusha C/A, Dhaka – 1000.
8. Last date & time for selling tender document. : Up to 6.00 PM (BST) on **25.07.2024**
9. Last date & time for tender submission : Up to 11.00 AM (BST) on **28.07.2024**.
10. Date and time for tender opening : At 11.30 AM (BST) on **28.07.2024** in presence of bidder (if any). (If opening date falls on holiday, tender will be opened on next working day)
11. Special Instructions :
  - i) Tender document along with all required documents to be submitted in sealed envelope before closing time.
  - ii) Pubali Bank PLC. reserves the right to accept partly or fully any quotation or reject any or all quotations without assigning any reason whatsoever and not bound to accept the lowest quotation.
  - iii) **Lowest price** is not the only criteria to accept the bid. Quality product with competitive price shall be appreciated.

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



**Mosammat Shahida Begum**  
General Manager & Division Head

