

Ref : MGBL/HO/GSD/Umbrella\_Bag/2023

Date: August 31, 2023

**Tender Notice for branded Umbrella & Travel Bag.**

Sealed tenders are hereby invited for procuring of branded Umbrella & Travel Bag for Meghna Bank Limited.

- 1) Tender Notice Ref. No. and Date : MGBL/HO/GSD/Umbrella\_Bag/2023, Dt.: 31/08/2023
- 2) Purpose of tender : Procuring of branded Umbrella & Travel Bag.
- 3) Eligibility for the tender : Any reputed company has 03 years of experience in operation.
- 4) Name of the sales office of Tender Schedule : General Services Department, Head Office Dhaka
- 5) Address of the office to submit the Tender Bid : Suvastu Imam Square (L-06), 65 Gulshan Avenue, Gulshan-1, Dhaka- 1212, General Services Department, (in the designated Tender Box placed in the reception.
- 6) Name of Division/ Department inviting Tender : General Services Department, Head Office, Dhaka
- 7) Last date of submission of Tender Bid : Date: 07/09/2023 Time: 12:30 PM.
- 8) Opening date and time of Tender Bid : Date: 10/09/2023 Time: 12:00 PM.
- 9) Details of Work : As detailed in the Tender Schedule (Enclosed)
- 10) Papers/certificates to be enclosed with the Tender Bid :
  - a) Copy of Trade License
  - b) Attested copy of full income tax paid certificate including TIN
  - c) Attested photocopy of VAT certificate
- 11) Special instructions :
  - a) If any holiday falls on the date of opening of Tender bids, then it will open on next/following working day.
  - b) Tender Bids shall be declared ineligible if all papers/documents called for in serial no.: 11 are not enclosed.
  - c) Beside all above noted conditions all other terms and conditions mentioned in the Tender Schedule shall also apply.
  - d) Financial offer must be as per enclosed "Annexure-A"



The Bank reserves the right to accept or reject any or all the tender or any part thereof without assigning any reason whatsoever and reserves the right to further negotiate with any of the bidders. The Bank Authority also reserves the right to modify the specification etc.



Head of General Services Department

**“Annexure-A”**

<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total Price</b>
<b>Umbrella:</b> No fold four color waterproof umbrella Handle: high quality raw plastic Size: 40" X 25"	<b>1000 Units</b>		
<b>Leather Travel Bag:</b> High quality, nickel zipper Travel Bag	<b>100 Units</b>		

- No partial quotation will be accepted
- Price must be inclusive of VAT & TAX