



**INVITATION FOR TENDER**

Sealed Tender are hereby invited from the eligible Tenderers for the under mentioned works as per terms & condition stated below.

1.	Procuring Entity	:	Pubali Bank Limited, Establishment Division, Head Office, 26 Dilkusha C/A, Dhaka-1000.
2.	Tender Name	:	<b>Supply of 7500 pieces (Classic 5000, Gold 2000, Platinum 500) of Credit Card Welcome Pack with Card Cover.</b>
3.	Time for Completion of the work	:	<b>15 (fifteen) calendar days</b> (Who are not capable to do the work within the schedule time need not to participate)
4.	Eligibility of Tenderers	:	I. The Tenderer must have experience in same nature of job (printing, branding etc) II. Having a valid trade license, up to date Income Tax clearance certificate and VAT registration certificate. III. Must be financially solvent and to submit Solvency Certificate from any scheduled bank along with business account statement for the period of last one year. <b>Failing of the above documents, the quotation will be rejected outright.</b>
5.	Price of Tender Document	:	<b>Tk.2,000/-</b> only including VAT (non-refundable & to be deposited to the C.D Account no-3555.901.045247 lying with Pubali Bank Ltd., Account Name - "Sale Proceed of Tender Schedule of Pubali Bank Limited".
6.	Amount of Tender Security	:	2.50% of total bid amount in the form of Payment Order favouring Pubali Bank Limited, Head Office, Dhaka-1000. <b>"No tender will be considered without tender security (Earnest Money)".</b>
7.	Name and address of the office from where tender documents will be obtained & to be dropped	:	Pubali Bank Limited, Establishment Division (12 <sup>th</sup> floor), 26 Dilkusha C/A, Dhaka-1000.
8.	Last Date & Time for Selling Tender Documents	:	<b>Up to 6.00 PM (BST) of 19.01.2021</b> (Subject to presentation of deposit slip)
9.	Last date & time for tender submission	:	<b>Up to 11.00 AM (BST) of 20.01.2021</b>
10.	Date & time for tender Opening	:	Tender will be opened at Establishment Division on <b>20.01.2021 at 11:30 AM</b> in presence of the bidders (if any)
11.	Special Instruction	:	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. <b>Lowest price</b> is not the only criteria to accept the bid. Quality job with competitive price shall be appreciated. III. The offer must be submitted through <b>"Financial Offering Sheet"</b> enclosed with Tender Documents dully filled, signed & sealed along with forwarding letter to be submitted in sealed envelop.

  
General Manager  
Establishment Division