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পূবালী ব্যাংক লিমিটেড
PUBALI BANK LIMITED

ICT OPERATION DIVISION
Head Office, Pubali Bank Limited, Level 10
26 Dilkusha C/A, Motijheel, Dhaka 1000
Phone: 88 02 9551614 | Fax: 88 02 9556446
www.pubalibangla.com

REQUEST FOR PROPOSAL

Sealed Proposals is hereby invited from the eligible **International Consultants** having local registered office or through their local partner in association with UK/US based Certified body as mentioned in the Request For Proposal (RFP) documents for the under mentioned work as per terms and conditions stated below:

1.	Procuring Entity	Pubali Bank Limited, ICT Operation Division, Head Office, 26, Dilkusha Commercial Area, Dhaka-1000.	
2.	Tender Name	Request for Proposal (RFP) for selecting International Consultants having local registered office or through their local partner in association with UK/US based Certified body for achieving ISO-27001 Certifications of Pubali Bank Limited.	
3.	Price of the Tender Documents	Tk.10,000/= (Taka Ten Thousand) only for each Request For Proposal Documents (non-refundable) to be deposited to the CD Account 3555-901-045247 maintained with Pubali Bank Limited Account Name: Sales Proceed of Tender schedule of Pubali Bank Limited.	
4.	Eligibility of Consultants	i)	Consultants must have at least 03 (Three) years' Experience in offering Information Security Services such as Security Assessment, Security Policies, Procedures and Risk Assessment and Security Consulting assignments to Private Banks in Bangladesh.
		ii)	Consultants must have experience of providing Consultancy Services related to ISO-27001 Certifications to minimum 02 (Two) Banks/Non-Banking Financial Institutions (NBFI)/ Banking Financial Services/ Insurance Companies in Bangladesh having successful ISO-27001 Certifications/Re-Certifications of the institution out of which minimum 01 (One) Institution must be a Bank in Bangladesh with at least 150 Branches .
		iii)	Consultants must have at least 05 (Five) Professionals with qualifications such as ISO27001 Lead Auditors as employees.
		iv)	Consultants must have minimum Average Annual Turnover of Tk.5,00,00,000 (Five Crore) during last 03 (Three) Financial Years (2017-2018, 2018-2019 and 2019-2020). Detailed Eligibility Criteria is mentioned in the RFP (Annexure-1)
5.	Time Tenure of Project Completion	The selected Consultants will be appointed for 03 (Three) years and Expandable (if required).	

6.	Amount of RFP Security	Consultant must deposit 5% of Bid Money as Tender Security in the form of Payment Order/Bank Guarantee in favor of Pubali Bank Limited, Head Office, Dhaka-1000, which will be refunded to the unsuccessful bidders. No RFP will be considered without RFP Security (Earnest Money).
7.	RFP Documents to be obtained from	Pubali Bank Limited, ICT Operation Division, Head Office (10 th Floor), 26, Dilkusha Commercial Area, Dhaka-1000.
8.	RFP Documents to be submitted to	Pubali Bank Limited, Establishment Division , Head Office (12 th Floor), 26, Dilkusha Commercial Area, Dhaka-1000.
9.	Last date and time for selling RFP documents	Up to 06:00 PM (BST) : 12 August 2021
10.	Last date for submitting any Queries/Reporting Errors/Omissions/Faults	Up to 11:00 AM (BST) : 22 August 2021 at ICT Operation Division, Head Office, Pubali Bank Limited, Dhaka-1000.
11.	Pre-bid Meeting date and venue	29 August 2021 at ICT Operation Division, Head Office, Pubali Bank Limited, Dhaka-1000.
12.	Last date and time for RFP submission	Up to 11:00 AM (BST) : 12 September 2021
11.	Date and time for RFP opening	At 11:30 AM (BST) : 12 September 2021 in presence of bidder (if any).
12.	Special Instruction	i) RFP document along with an MS Excel Calculation Sheet/Word soft copy to be submitted in sealed envelope. ii) Pubali Bank Limited reserves the right to accept or reject any/all RFP(s) prior to acceptance without assigning any reason whatsoever and is not bound to accept the lowest quotation. iii) Lowest price is not the only criteria to accept the bid. Quality of Proposal, Financial Capability, Reputation, Competitive Price and so on of Consultants as assessed by the Bank are the prime factors for consideration. iv) Consultants have to meticulously follow all Eligibility Criteria, Evaluation Process, Compliance and each Teams & Condition of the RFP.

Sd/= **(Hossain Mohammed Faisal)**
Assistant General Manager

Sd/= **(Md. Helal Uddin)**
GM & Division Head

Copy forwarded to:

The **Member Secretary, Purchase Committee**, Pubali Bank Limited, Head Office, Dhaka, for information and necessary action.

Notice Board, Pubali Bank Limited, Head Office, Dhaka.

www.pubalibangla.com

Assistant General Manager

GM & Division Head