



পূবালী ব্যাংক পাবলিক লিমিটেড
PUBALI BANK PLC.

ESTABLISHMENT AND GENERAL SERVICES DIVISION

Head Office, Level 13, 26 Dilkusha C/A

Dhaka 1000, Tel: 88 02 9551614 (PABX) Ext.462

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HO/E&GSD / ৬৫৫ / 2024

Date: 03.04.2024

The Assistant General Manager
Pubali Bank PLC.
Public Relation Cell,
Head Office, Dhaka.

Sub:-Publication of advertisement in 2(two) daily National Newspapers for

1. Civil, Electrical & Networking works at **present premises (1st floor) of our Hadipara Branch, Chattogram.**
2. Civil, Electrical & Networking works at **proposed premises (1st floor) of our Khamargram Branch, Sirajgonj.**
3. Civil, Electrical & Networking works at **proposed premises (1st floor) of our Jamalgonj Branch, Joypurhat.**
4. Supply & fitting of furniture at our **Alternative Delivery Channel Division at Chinishilpo Bhaban (3rd floor), 3 Dilkusha C/A, Dhaka.**

Dear Sir,

As per procurement policy & decision of Management, you are advised to take necessary steps to publish the tender notice in **2(two) National Dailies (one Bangla & one English) for 1(one) day only.** Accordingly, a sample of Tender Notice is enclosed herewith for taking necessary action regarding publication.

Please acknowledge receipt.

Yours faithfully,

Sd/-

(Dilip Kumar Paul)

General Manager

Sd/-

(Md. Shahidul Islam)

Deputy General Manager

Copy to: The General Manager, Pubali Bank PLC., ICT operation Division, Head Office, Dhaka for information and necessary action. Tender notice is enclosed for publication in the Bank's website as per decision of Management.

Copy to : The General Manager, Pubali Bank PLC., Principal Office, Chattogram for information and necessary action.

Copy to : The Division Head, Pubali Bank PLC., Alternative Delivery Channel Division, AA Bhaban (Level-4), 23, Motijheel C/A, Dhaka for information and necessary action.

Copy to: The Secretary, Purchase Committee and Deputy General Manager, Pubali Bank PLC., Establishment and General Services Division, Head Office, Dhaka for information and necessary action.

Copy to: The Regional Manager, Pubali Bank PLC., Regional Office, Chattogram South, Chattogram/ Bogura for information and necessary action. Tender documents for Civil, Electrical & Networking works of our **Hadipara Branch, Chattogram/ Civil, Electrical & Networking works of our Khamargram Branch, Sirajgonj & Civil, Electrical & Networking works of our Jamalgonj Branch, Joypurhat** are enclosed/mailed for selling the same as per time frame of tender notice. After opening the same, a statement to be sent to secretary, Purchase Committee & DGM, Estt. Div., H/O, Dhaka through FAX or EMAIL on same time with their comments. Necessary sets of tender document may be copied at their end.

Copy to: The Manager, Pubali Bank PLC., **Hadipara Branch, Chattogram/ Khamargram Branch, Sirajgonj/ Jamalgonj Branch, Joypurhat** for information and necessary action.

General Manager

Deputy General Manager

Handwritten signature






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

INVITATION FOR TENDERS

Sealed Tender is hereby invited from the eligible Tenderers, who can participate in the following tender 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 & fitting of furniture at our **Alternative Delivery Channel Division at Chinishilpo Bhaban (3rd floor), 3 Dilkusha C/A, Dhaka**
3. Time for completion of the work : 15 (Fifteen) calendar days (Who are not capable to do the work within the schedule time need not to participate).
4. Eligibility of Tenderers : i) Min. Work experience of 3(Three) years in same nature of works.
ii) The tenderer must have experience during 3(Three) years in completion of work(s) in same nature costing minimum Tk.5(five) Lac only.
iii) Having valid updated trade license, up to date Income Tax clearance certificate and VAT registration certificate.
iv) Must be financially solvent.
5. Price of Tender Document : **Tk.1000/-** (Tk. One thousand) only including VAT (non-refundable) & to be deposited to the CD Account # 3555-901-045247 maintained with Pubali Bank Ltd. Account Name: Sales Proceed of Tender Schedule of Pubali Bank Ltd.
6. Amount of Tender security : 2.5% of total bid amount in the form of Payment Order favouring Pubali Bank Limited, 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 (12th floor), 26, Dilkusha C/A, Dhaka – 1000.
8. Last date & time for selling tender document. : Up to **6.00 PM (BST)** on **23.04.2024**
9. Last date & time for tender submission : Up to **11.00 AM (BST)** on **24.04.2024**
10. Date and time for tender opening : At **11.30 AM (BST)** on **24.04.2024** in presence of bidder (if any)
11. Special Instructions : i) Tender document to be submitted in sealed envelope.
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 is not bound to accept the lowest quotation.
iii) Lowest price is not the only criteria to accept the bid. Quality job with competitive price shall be appreciated.


(Philip Kumar Paul)
General Manager

