



PBL/HO/ADC DIV./TENDER/ 346 /2023

23 August 2023

**NOTICE INVITING QUOTATION FOR SUPPLY OF POS THERMAL PAPER
ROLL FOR THE BANK**

Sealed Quotations are hereby invited from bonafide vendor for supply of POS Thermal Paper Roll to our Bank as per following specification.

1. Name of Company :
2. Address :
3. Contact Person :
4. Telephone No. :
5. E-mail address :
6. Strength of the bidder :

- a) **Experience** : Please mention the experience of supplying POS Thermal Roll Paper. (Proper evidence need to be submitted).
- b) **After sale& service facility** : Please mention.

Business Requirements:

SL	Product Name	Quantity (pcs.)
1	POS Thermal Roll Paper	50,000 pieces

Note: Besides required quantities, the Bank will fix the per piece rate of above and will procure the same from the selected vendor as and when required as per bank's requirement.

Terms and Conditions:

1. The offer must be submitted through “**Offering Sheet**” enclosed with the schedule.
2. The offer must be valid for minimum one year.
3. Bidder must be an authorized distributor/reseller of the product.
4. Payment of the bills will be made from Alternative Delivery Channel Division, Head Office after delivery of the same at the office as per terms of the Supply Order.
5. VAT and Tax will be deducted from the bill as per rule prior payment of the same.
6. Bank is not bound to accept the lowest Quotation. To be successful in the bid, quality of the offered items, financial capability, and reputation etc. of the firm as assessed by the Bank are the prime factors for consideration.
7. The successful bidder shall have to inform the Bank 1(one) month before if they want to discontinue.
8. Photocopy of Trade License, TIN Certificate, VAT Registration Certificate, and Financial Solvency Certificate, Appreciation letter, Major client list and Company profile to be submitted with the Quotation.





9. The authority reserves the right either to accept or to reject all or any offer without assigning any reason

Initially, the Bank will procure 50,000 pieces of POS Thermal Paper Roll. Also, the Bank will fix the per piece rate of POS Thermal Paper Roll and will procure the mentioned paper roll from the selected vendor as and when required as per bank's requirement.

Offer/Bid to be dropped in the Tender Box kept in **Establishment and General Services Division, Pubali Bank Limited, Head Office, 12th Floor, 26, Dilkusha C/A, Dhaka** by **11.00 a.m up to 3rd September 2023** which will be opened on the same day at 11.30 a.m in presence of the bidders (if any).

Sd/-
(Nazim Ahmed)
Assistant General Manager

Sd/-
(Md. Rabiul Alam)
DGM & Division Head

Copy forwarded to:

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

CC To: Notice Board, Pubali Bank Ltd., Head Office, Dhaka.

CC To: The Division Head, Pubali Bank Limited, ICT Operation Division, Head Office, Dhaka for information with request to publish the same in the Bank's website.


23/08/23
Assistant General Manager


23/08/23
DGM & Division Head



OFFERING SHEET
(To be submitted alongwith the offer)

Tenderer's Name:

Address:

SL No	Items	Description/Specification
1	Brand	Please mention
2	Country of Origin	Please mention
3	Country of Manufacture	Please mention
4	Paper Width	56 mm
5	Outer Diameter	38 mm
6	Inner Core	12 mm
7	Plastic Core with Core Thickness	1.5 mm
8	Back side 04 color print	As per bank's approved design
9	Delivery Time	30 days after issued supply order
10	Delivery Mode	Phase by phase as per bank's requirements
11	Unit Price (including VAT & Tax)	Please mention
12	Total Price for 50,000 pcs.	Please mention

Authorized signature with company seal