



PBPLC/HO/COD/TENDER/ ১১(১)/2025

Date: 07 January 2025

### INVITATION FOR TENDER

#### **Procurement of Printer Machine to print accountholder name on Card for issuing instant Debit Card from our Branches.**

Sealed Quotations are hereby invited from bonafide vendors for supply, installation and commissioning of Printer Machine to print accountholder name on Card for issuing instant Debit Card from our Branches as per terms & conditions stated below.

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 the machine in commercial Bank/any reputed organization and Copies of distributorship/ business partnership certificate for the products (Proper evidence needs to be submitted).
  - b) After sale & service facility : Please mention.

#### **Terms and Conditions:**

1. The offer must be submitted through “*Offering Sheet*” enclosed with the schedule.
2. Bidder must have sufficient experience for the required work.
3. The amount for **Tender Security i.e; 2.5% of the Bid value** which will be in the form of a Payment Order/ Bank Guarantee in favour of Pubali Bank PLC submit along with the financial offer. Tender security will be refunded to the unsuccessful bidders. Performance security is 10% (Ten percent) for successful bidder which will be accepted in form of Payment Order/ Bank Guarantee and will be retained for 01 (One) year on award of order.
4. Payment of the bills will be made from Card Operation Division, Head Office after delivery of the same at the delivery address as per terms & conditions of the Supply Order.
5. All VAT, Tax, Govt. duties etc. will be deducted from the bill as per rule prior payment of the same.
6. The authority reserves the right either to accept or to reject all or any offer without assigning any reason.
7. 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.



*Classification: Internal*

8. The successful bidder shall have to inform the Bank 01 (one) month before if they want to discontinue.
9. Photocopy of Trade License, TIN Certificate, VAT Registration Certificate (BIN), Financial Solvency Certificate (if any), Appreciation letter, Major client list and Company profile to be submitted with the Quotation.
10. Sealed quotations (Technical and Financial offers in envelopes) have to be submitted in the Tender Box kept at the Pubali Bank PLC, Establishment & General Services Division (12<sup>th</sup> floor), 26 Dilkusha C/A, Dhaka-1000 on or before the **19 January 2025 by 11.00 am** which will be **opened** on the same day at **11.30 a.m.** in presence of the bidders present (if any).

Sd/-  
(Khaled Al Masud)  
Senior Principal Officer

Sd/-  
(Ashim Kumar Roy)  
GM & Division Head

**Copy forwarded to:**

1. The Member Secretary, Purchase Committee, Pubali Bank PLC., Head Office, Dhaka for information and necessary action.
2. Notice Board, Pubali Bank PLC., Head Office, Dhaka.
3. ✓ The Division Head, Pubali Bank PLC., ICT Operation Division, Head Office, Dhaka for information with request to publish the same in the Bank's website.

  
Senior Principal Officer  
07/01/25

  
GM & Division Head



**Financial Offer**

1. Name of Company :

A. Printer Machine:

Sl.	Item	Quantity (pcs)	Unit Price (BDT) (including VAT and Tax)	Total Price (BDT) (including VAT and Tax)
1	Printer Machine	750		

The full specification of the item is as per Technical Offer.

We will comply all of the above terms of delivery and payment mentioned here.



Technical Offer

Sl.	Item	Description	
1	Brand	Please Specify	
2	Model	Please Specify	
3	Country of Origin	Please Specify	
4	Country of Manufacture	Please Specify	
5	Printing	Print Type	Please Specify
		Resolution	Please Specify
6	Card	Dual Side Printing	Please Specify
		Card Feeding	Please Specify
		Card Size	Please Specify
		Card Thickness	Please Specify
		Card Type	Please Specify
7	Print Speed	Monochrome	Please Specify
		YMCKO	Please Specify
8	Capacity	Input Hopper	Please Specify
		Output Hopper	Please Specify
9	System	Control Panel	Please Specify
		Supported Platforms	Please Specify
		Communication	Please Specify
		Power Supply	Please Specify
		W x L x H (Inch)	Please Specify
		Kg/lbs	Please Specify
12	Warranty		

  
*[Signature]*

Company Seal with Signature