# INVITATION FOR TENDER

Sealed Tender is hereby invited from the eligible Tenderers as mentioned in the tender documents for the under mentioned work as per terms & conditions stated below:

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<th>Amount of Tender Security</th>
<th>Tender Documents to be obtained from</th>
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| 1 | Pubali Bank Limited, ICT Operation Division, Head Office, 26 Dilkusha Commercial Area, Dhaka-1000. | Procuring Microsoft Unified Enterprise Support, Microsoft 365 E3 and Microsoft 365 Apps for Pubali Bank Limited for Enterprise under **Microsoft Enterprise Agreement** for 03 (Three) years. | Tk.1,000/= (Taka One Thousand) only for each Tender Documents (non-refundable) | i) The Bidder must be an authorized distributor/reseller of the product.  
   ii) Having valid Trade License up to date, Income Tax Clearances Certificate and VAT Registration certificate.  
   iii) Must be financially solvent (solvency certificate to be submitted). | Bidder must be deposited **2.5% of bid money** as Tender Security deposited in the form of **Payment Order/Bank Guarantee** in favor of Pubali Bank Limited which to be refunded to the unsuccessful bidders. No Tender will be considered without Tender Security (Earnest Money). | Pubali Bank Limited, ICT Operation Division, Head Office (10th Floor), 26 Dilkusha Commercial Area, Dhaka-1000. | Pubali Bank Limited, Establishment Division, Head Office (7th Floor), 26 Dilkusha Commercial Area, Dhaka-1000. | Up to 06:00 PM (BST) : 15 March 2022 | At 11:30 AM (BST) : 16 March 2022 in presence of bidder (if any). |
|   |                  |             |                                |                          |                          | Pubali Bank Limited reserves the right to accept or reject any/all tender(s) prior to acceptance without assigning any reason whatsoever and is not bound to accept the lowest quotation. |                          |                          | i) Tender document along with an MS Excel calculation Sheet to be submitted in sealed envelope.  
   ii) Pubali Bank Limited reserves the right to accept or reject any/all tender(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 the offered items, financial capability, and reputation etc. of the firm as assessed by the Bank are the prime factors for consideration. |                          |                          |

*Signature*

(Md. Helal Uddin)  
GM & Division Head