

**PUBALI BANK PLC.**  
ESTABLISHMENT AND GENERAL SERVICES DIVISION  
HEAD OFFICE, 26 DILKUSHA C/A, DHAKA-1000.

**INVITATION FOR TENDER**

Sealed Tenders are hereby invited from the eligible Tenderers who can participate in the following mentioned work as per terms & conditions stated below.

1. Procuring Entity : Pubali Bank PLC., Establishment and General Services Division, Head Office, 26 Dilkusha C/A, Dhaka-1000.
2. Tender Name : Servicing/Maintenance of H.T., L.T. & PFI Panel, checking/testing, centrifuging & infusing of Transformer Oil for 1000KVA, 11/0.4KV Transformer of 1000KVA, 11/0.4KV Sub-Station at our Head Office Building, 26, Dilkusha C/A, Dhaka-1000.
3. Time for completion of the work : 10 (ten) calendar days (Who are not capable to do the work within the schedule time need not to participate).
4. Eligibility of Tenderers :
  - i. Minimum work experience of 3 (Three) years in similar nature of works.
  - ii. Having valid trade license, up to date Income Tax clearance certificate and VAT registration certificate (copy to be submitted).
  - iii. Must be financially solvent (copy to be submitted).
5. Price of Tender Document : Tk.300/- (Taka. Three Hundred) only including VAT (non-refundable) to be deposited to the CD Account # 3555-901-045247 maintained with Pubali Bank PLC., Account Name: Sales Proceed of Tender Schedule of Pubali Bank Limited.
6. Amount of Tender security : 2.5% of total bid amount in the form of Payment Order favouring Pubali Bank PLC., 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 and General Services Division, (12<sup>th</sup> floor), 26, Dilkusha C/A, Dhaka – 1000
8. Last date & time for selling tender document. : Up to **5.00 PM (BST) on 11.06.2024 (Within Office time)**
9. Last date & time for tender submission : Up to **11.00 AM (BST) on 12.06.2024**
10. Date and time for tender opening : At **11.30 AM (BST) on 12.06.2024** 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.

  
**(Dilip Kumar Paul)**  
General Manager & Division Head

