

Facility Management Division

Tender Notice for Interior Decoration & Furniture works of Jamalpur Branch

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Sealed tenders are hereby invited by Prime Bank Limited from reputed and eligible Interior Decoration Contractor(s)/Architectural and/or Engineering Firms for Interior Decoration & Furniture Works of Jamalpur Branch due to relocation as per following Schedule:

SN	Name of Project as per Tender Document	Period of Sale		Date of Submission & Opening
		From	To	
1	Interior Decoration & Furniture works of Jamalpur Branch Site Address: Alam Tower (1st floor), Holding No. 610, Station Road, Sadar, Jamalpur	24.09.2023	04.10.2023	04.10.2023

Eligibility and other conditions:

Interested bidders may collect tender document for the said work on submission of a request letter addressing the undersigned as well as documentary evidence of the followings:

1. Practical work experience of minimum 05 (Five) years in interior decoration and furniture work of Bank's Branch and/or Head Office, Commercial Space for Local/Multinational Group of Companies. Copy of oldest Trade License need to be provided as proof.
2. Practical work experience to execute relevant type of work for minimum amount of Taka 20 Lac or above in a single work order. Please submit proof of documents with work completion certificate.
3. Provide valid Trade License/Incorporation Certificate/Ownership Document, BIN, TIN Certificate & Bank Solvency Certificate.
4. The Following Technical Personnel of the firm should meet below criteria:
 - I. **Civil Engineer (Permanent/Contractual):** Having working experience for a minimum period of 03 years in relevant field (Bachelor of Science/Diploma). Please submit proof of documents.
 - II. **Electrical Engineer (Permanent/Contractual):** Having working experience for a minimum period of 03 years in relevant field (with Bachelor of Science/Diploma). Please submit proof of documents.
5. Any vendor with previous negative experience with Prime Bank Limited will be directly disqualified. Their financial offer will not be acceptable and will not be opened.
6. Any Fake, Tempering of Data, Manipulation or any kind of unusual approach or failure to submit the proposal/offer within the stipulated time frame will be treated as "Disqualification" to attend to the bidding.
7. Tender Schedule will be available from the Office of the undersigned on payment of **Tk.2,000.00** (Taka Two Thousand) only in the form of Payment Order (non-refundable) favoring Prime Bank Limited issued by any Scheduled Bank during office hours (**10:00 am to 4.00 pm**) on any working day as per mentioned schedule.
8. The interested bidders shall have to attend a **pre-bid meeting** at the office of the undersigned at **11:00 am on 02.10.2023**. (Physical Meeting) **Venue: Prime Tower (4th Floor), Plot # 8 & 35, Nikunjo-2, Khilkhet, Airport Road, Dhaka-1219**.
9. Each tender must be submitted in sealed envelope mentioning the name of work on top of the envelope to the office of the undersigned as per aforesaid date on **04.10.2023** within **3:00 pm** and the tender will be opened at 3:30 pm on the same day in presence of the participants if any. Earnest money (refundable to the unsuccessful bidder) equivalent to 2.5% of the quoted amount in the form of Payment Order in favor of Prime Bank Limited, issued by any Schedule Bank shall have to be submitted along with the tender document, **failing which shall cause rejection of the tender document**.
10. The Tender must be submitted in 2(two) envelope system i.e. one "Technical Proposal" and another "Financial Proposal" mentioning Technical/Financial proposal on the top of each envelope. These two proposals will be submitted together in a sealed envelope. All the envelopes will contain the full name and address of the participant company. The name, address and telephone number of the contact person should be mentioned in the forwarding letter both of the "Technical Offer" and the "Financial Offer".
11. Point of Contact: Eng. Md. Delwar Hoosain Saigy delwar.saigy@primebank.com.bd Cell: 01701204025
12. Banks (PBL) Right: Banks (PBL) reserves the right to accept/ cancel/ reject any or all offers without assigning any reason. Banks (PBL) is not obliged to purchase the lowest offer or any offer at all. Banks (PBL) reserves the right to share the Bidder's response to this RFQ with its advisors and Purchaser Business Units. Banks (PBL) reserves the right to: conduct negotiations with one or more Bidder and/ or accept the Bid without any negotiations.
13. Please drop your tender - **Prime Tower (Ground Floor), Plot 8 & 35 Airport Road, Nikunja-2, Dhaka -1229**.



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