

Prime/HO/FMD/RFQ/2024/075

February 6, 2024

Subject : RFQ For Long Service Award (20+ Years) Crest/Plaque for Prime Bank PLC.

We would like to inform you that we are inviting RFQ for Crest/Plaque for long service award (20+ years) of Prime Bank PLC.

You may participate in the RFQ procedure by submitting Financial Proposal in sealed envelope for the captioned work. If you are interested, you may visit to above mentioned places for verification/data collection.

BOQ for Long Service Award (20+ years)

SL.	Description of Works	Size & Photo	Total (pcs)	Rate (Including VAT & AIT)	Total Amount (Including VAT & AIT)
01	<p><u>Crest for 20+ Years Award</u></p> <p>Crest: Wooden Frame, Matt black color, Aluminum stick back with brass metal engraving sheet, Brass metal medal with engraving and black ribbon</p> <p>Box: Wooden Box with hook (briefcase style), Top there will be transparent glass, Matt black color</p>	<p>Crest: 8.1" x 11.3"</p> <p>Box: 9.1" x 12.3"</p>	224 PCS		
Grand Total					
In word:					

Eligibility and other conditions:

- Interested bidders may participate the RFQ as well as should have documentary evidence of the followings:
 - Should have minimum experience of 03 (Three) years' experience in the relevant field.
 - Must have experience of executing work of Tk10.00 Lac or above in a single tender.
 - Should have valid Registration, ownership document, VAT & TIN certificate, up-to-date Trade License and Bank Solvency Certificate.
- As per attached Bill of Quantity, the quotation of all items has to be submitted to us, which will be inclusive of material cost, wastage, cost for labor, carrying cost, Income Tax & VAT etc.
- The financial offer for the Captioned Work is to be submitted in the Tender Box kept at Facility Management Division, Head Office, Prime Bank PLC., Prime Tower (Ground Floor, Central Dispatch) Plot No.35 & 08, Airport Road, Nikunja-2, Khilkhet C/A, Dhaka-1229 **by 03:00 pm on February 12, 2024 and may be opened at 03.30 pm on the same day.** No bidders will be invited during the opening.

4. Submission of RFQ after the specified time shall not be acceptable under any circumstances.
5. Participated bidder have to submit 01 (one) sample for each item by own cost which may not be refundable.

Please note that awarding of the job shall be subjected to the approval of the competent authority as per rules and procedure of our Bank without any binding on our part.

The Bank reserves the right to reject any or all of the proposals without assigning any reason whatsoever, or waive any irregularity in the proposal and the Bank will not be bound to accept either the lowest financial proposal or any other proposal.

For details information, you may call: 1. Mr. Patwary Tanvir Rahman Siddique, AVP – HRD, Cell: 01730791536
2. Kazi Sohel Masud, AVP & Unit Head, Procurement, Cell: 01730028367

Thanking you.



Kazi Sohel Masud
AVP & Unit Head
Procurement – FMD