

Facility Management Division

Ref: PRIME/HO/FMD/Tender Notice/2026/036

Date: January 15, 2026

TENDER NOTICE

Supply, Installation, Testing and Commissioning of 07 Units Note Sorting Machine

Paper Reference: The Daily Kalerkantha and Dhaka Tribune (Date : January 15, 2026)

Sealed tenders are hereby invited by Prime Bank PLC. from reputed and eligible firms to Supply, Installation, Testing and Commissioning of 07 Units Note Sorting Machine as per following Schedule:

S L	Name of Project as per Tender Document	Pre-bid Meeting Schedule		Tender Documents Price (BDT)	Tender Earnest Money	Period of sale		Last date of submission
		Date	Time			From	To	
1	Supply, Installation, Testing and Commissioning of 07 Units Note Sorting Machine for Different Branches of Prime Bank PLC.	26 January 2026	11:00 AM	4,000	2.00%	15 January 2026	01 February 2026	01 February 2026

1. BIDDER'S QUALIFICATION:

1.1 The Bidders should have experience in marketing of a well-known brand Note Sorting Machine in Bangladesh, already supplied similar Note Sorting Machine to any Bank/Financial Institution and maintaining the same satisfactorily (documentary evidence required).

1.2 The Bidders must be renowned manufacturer or authorized agent or dealer of the manufactures of a well-known brand of Note Sorting Machine in Bangladesh. They have to provide documentary evidence confirming the above fact.

1.3 The Bidders should have a fully equipped service bureau/center in Bangladesh manned by adequately qualified technical personnel for maintenance and support of the proposed Note Sorting Machine and associated peripherals.

1.4 The Bidders must be able to ensure continuous support for maintenance of Note Sorting Machine and supply of spare of parts/accessories for maintenance of the equipment for at least 07 (seven) years including the warranty period.

1.5 The Bidders must have experience to execute work order of minimum **TK40 (forty) lac** in a single transaction.

1.6 The bidder must show the demonstration of the offered brand & model of Note Sorting Machine in front of Purchase Committee members. If the technical specification and performance does not match with specifications mentioned in tender the tender Document will be treated as non-responsive.

2. FORM OF TENDER:

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".

3. TECHINCAL SPECIFICATION:

Mentioned in Tender Document




Facility Management Division

4. Terms and Conditions

- i. Tender must be submitted in sealed envelope. Earnest money (refundable) equivalent to 2% of the highest quoted value of works in the form of pay order/bank guarantee in favor of **PRIME BANK PLC.** issued by any schedule bank shall have to be furnished along with each tender document **without which the tender will be rejected outright.** No interest or markup will accrue on any security provided.
- ii. Interested bidders, who satisfy the above-mentioned qualifications, may collect the Tender Document from **January 15, 2026 February 01, 2026 (both days inclusive)** during office hours (10:00 am to 4.00 pm) on payment of **Tk4,000** (Taka Four Thousand) only (non-refundable) in the form of payment order issued from any scheduled Bank favoring "Prime Bank PLC".
- iii. Proposal/Offer must be dropped in the tender box kept at the office mentioned below from **10:00 am to 3.00 pm on February 01, 2026** and will be opened at **03.30 pm** on the same day.
- iv. Manipulation or any kind of unusual approach or failure to submit the proposal/offer within stipulated time frame will be treated as "Disqualification" to attend in the bidding.
- v. Please contact with Mr. Mahbub Iqbal Morshed, SAVP, Business Risk Management, Cell No. +880 1708130739 and Mr. Md. Razu Ahmed, Officer, FMD, Cell No. 01714744931 for any types of clarifications in regard to products & tender related clarifications only.
- vi. All other terms and conditions are available in the Tender Document.
- vii. Prime Bank is not bound to accept the lowest tender.

5. Pre-bid meeting:

6. A pre-bid meeting will be held on **January 26, 2026 at 11.00 am.** Interested bidders shall have to attend the pre-bid meeting (Physical Meeting) at Prime Tower (10th Floor), Plot # 08 & 35, Airport Road, Nikunja -2, Khilkhet C/A, Dhaka – 1229.

7. Tender submission address:

Prime Tower (Ground Floor) Plot # 08 & 35, Airport Road, Nikunja-2, Khilkhet C/A, Dhaka-1229

8. OPENNING OF TENDERS:

The tender documents shall be dropped in the tender box kept at any office mentioned above from **10.00 am to 3.00 pm on February 01, 2026.** No tender shall be entertained after the specified time and date. Tender papers must be properly filled in, sealed and signed by authorized official with bidder's name, address, etc. The Offer will be opened at **03.30 pm** on the same date i.e. **February 01, 2026** in presence of Bidder or their nominated representative (if any).


15.01.26
Head of Facility Management Division
Tel: 09610990000-Ext. 11014
