



Prime Bank Limited
a bank with a difference

Facility Management Division

September 13, 2018

HO (FMD)/Printing/Card +Gen/2018/ 2912

Sub:- Sealed Quotations are invited for printing 03 (three) types item.

Dear Concerned,

You are requested to submit quotation in sealed envelope in your company letter head pad for printing 03 (three) types item on the basis of following specifications and terms & conditions:

Specifications:

1. Letter Head Pad (Head Office) Qty : 4000 pads Size : 11.69" X 8.27" Paper : 100 gsm Paper One/April Premium Color : four color one side Printing Packing : 100 sheets/ban(pad) & 500 sheets/ 5pads per packet	2. Credit Card Statement Qty: 200000 sheets Size : 8.50" X 11.80" Paper : 100 gsm. offset paper one/april premium Color : Four color font side & back side one color Packing : 100 sheets/ban & 500 sheet per packet
3. Right Window Envelope Qty: 35,000 pcs. Size : 9.75" X 4.25" Paper : 100gsm. partex premium Color : four color one side printing Adhesive : Both side gum tape on mouth of envelope Packing : 100pcs./ ban & 500pcs. per box Window size: 3.50" X 1.60"	

Sample of the item may be seen from Facility Management Division (FMD), Head Office, Prime Bank Limited, 29 Rajuk Avenue (1st floor), Dhaka on or before September 25, 2018 by 02:30 pm.

It may be mentioned here that sealed quotation along with paper sample and press declaration shall have to be submitted in the tender box kept at FMD, 29 Rajuk Avenue (1st floor), Dhaka on or before September 25, 2018 by 03:00 p.m. and clearly marked "Printing 03 (three) types item" on the top of the envelope. The quotation will have to be validated for next 3-months from sample approval date.

Machine Proof must be submitted to Facility Management Division.

VAT, Income Tax etc. shall be applicable as per Govt. rules.

The Bank reserves the right to accept or reject any or all the offers in full or part with or without assigning any reason whatsoever and Bank shall not be under any obligation to accept the lowest quotation.

Thanking You.

Sahadev Mondal
Senior Officer

Md Mir Murad Ali
SAVP & Deputy