

Facility Management Division

Prime/HO/FMD/2015

October 18, 2015

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**Sub : RFQ for renovation works at 1<sup>st</sup> and 2<sup>nd</sup> floor of Islamic Banking Branch, Mirpur, Dhaka.**

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Dear Sir,

Reference may please be made on the above mentioned subject.

We would like to inform you that we are inviting tender for renovation works at 1<sup>st</sup> and 2<sup>nd</sup> floor of Islamic Banking Branch, Mirpur, Dhaka.

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

We need to have your item-wise financial offer for renovation works at 1<sup>st</sup> and 2<sup>nd</sup> floor of Islamic Banking Branch, Mirpur, Dhaka 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 to Facility Management Division, Prime Bank Limited, Head Office, 29 Rajuk Avenue (2<sup>nd</sup> floor), Dhaka-1000 by 3.00 p.m on 03.11.2015 and may be opened at 3.30 pm on the same day at the same place in presence of bidders ; who may choose to attend. For further details, you may contact Facility Management Division, Head Office, 29 Rajuk Avenue (2<sup>nd</sup> floor), Dhaka-1000 during office hours.

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.

Thanking you.

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**Saif Ul Alam Md. Al Amin**  
Vice President

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**Md. Shahidul Hoque**  
Senior Vice President