



UTTARA BANK PLC.
PURCHASE & PROCUREMENT DEPARTMENT (12TH FLOOR)
HEAD OFFICE, 47, SHAHID BIR UTTAM ASFAQUS SAMAD SARAQ,
MOTIJHEEL C/A, DHAKA-1000

INVITATION FOR TENDER

Dated: 12.12.2024

01.	Procuring Entity	Uttara Bank PLC. Purchase & Procurement Department, Head Office, 47, Shahid Bir Uttam Asfaqus Samad Sarak, Motijheel C/A, Dhaka-1000.
02.	Tender Name	A. Construction and other related works of proposed Uttara Bank PLC. Bashundhara Sub Branch, Dhaka. B. Construction and other related works at the proposed premises of Uttara Bank PLC. Chaprashirhat Sub Branch, Noakhali.
03.	Procurement Method	Open Tendering Method.
04.	Eligibility of Tenderers	i) Minimum 03(three) years of work experience in the allied construction works. ii) Should have completed minimum 03 (three) no. of similar nature of woks in the last 03 (three) years but total worth of each work should not be less than Tk.12 (twelve) lacs. iii) Should have valid BC License for electrical works. iv) Should have valid Trade License, TIN Certificate and VAT Registration Certificate.
05.	Price of Tender Document	Non-refundable Tk.1,000/- (Taka One thousand) only in the form of Pay order favouring 'Uttara Bank PLC. Head Office' for each of the tender schedule.
06.	Selling & Dropping of Tender Documents	Uttara Bank PLC. Purchase & Procurement Department, 12 th floor, Head Office, 47, Shahid Bir Uttam Asfaqus Samad Sarak, Motijheel C/A, Dhaka-1000.
07.	Earnest Money	5% of total quoted amount only in the form of Pay Order favouring 'Uttara Bank PLC. Head Office' for each tender.
08.	Last date & time for selling Tender Document	On or before 29.12.2024 during office hours.
09.	Date & time for Tender submission	On 30.12.2024 before 2:00 PM.
10.	Date and time for Tender opening	On 30.12.2024 at 2:30 PM in presence of bidder (if any).
11.	Special Instructions	i) Firms having prerequisite qualification may apply on their letter head pad to the General Manager, Purchase & Procurement Department, Uttara Bank PLC. Head Office during office hour. ii) Uttara Bank PLC. reserves the right to accept or reject any or all quotations without assigning any reason whatsoever and is not bound to accept the lowest quotation.