




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

INVITATION FOR TENDER

Date: 04/02/2025

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	1. Supplying & installation of Chubb door with grill door, Iron safe, Steel almirah, File cabinet and Signature card box at the proposed Uttara Bank PLC. Bashundhara Sub Branch, Dhaka. 2. Supplying & installation of Chubb door with grill door, Iron safe, Steel almirah, File cabinet and Signature card box at the proposed Uttara Bank PLC. Moshang Bazar Sub Branch, Barishal. 3. Supplying & installation of Chubb door with grill door, Iron safe, Steel almirah, File cabinet and Signature card box at the proposed Uttara Bank PLC. Belabo Sub Branch, Narsingdi.
03.	Procurement Method	Restricted Tendering Method.
04.	Eligibility of Tenderers	i) Minimum 03(three) years of work experience in the allied works. ii) Should have completed minimum 03 (three) nos. of similar nature of work in the last 03(three) years. ii) Should have valid Trade License, TIN Certificate and VAT Registration Certificate.
05.	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.
06.	Earnest Money	5% of total quoted amount only in the form of Pay order favouring 'Uttara Bank PLC. Head Office' for each tender.
07.	Last date & time for selling Tender Document	On or before 12.02.2025 during office hours.
08.	Last date & time for Tender submission	On 13.02.2025 before 2:00 PM
09..	Date and time for Tender opening	On 13.02.2025 at 2:30 PM in presence of bidder (if any).
10.	Special Instructions	i) Firms having prerequisite qualification may apply for purchasing tender document 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.


MD. RANJUL ISLAM KHAN
General Manager
Purchase & Procurement Department
Uttara Bank PLC.
Head Office, Dhaka.

