




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

**INVITATION FOR TENDER**

Date: 10/12/2024

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	Supplying & installation of Chubb door with grill door and Iron safe at the proposed premises of Uttara Bank PLC. Laldighi Branch, Chattogram.
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 <sup>th</sup> 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 15.12.2024 during office hours.
08.	Date & time for Tender submission	On 17.12.2024 before 2:00 PM
09.	Date and time for Tender opening	On 17.12.2024 at 2:30 PM in presence of bidder (if any).
10.	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.

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