



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

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	Tender for procurement of Bijoy Bangla Writing Software for Uttara Bank PLC.
03.	Procurement Method	Open Tendering Method.
04.	Eligibility of Bidders	<ul style="list-style-type: none">i. Valid Trade License.ii. GIR/TIN Certificate.iii. BIN Certificateiv. The bidder must provide the Bijoy Ekushe Bangla Software (Windows) to be issued by the Firm Ananda Computersv. The bidder should be a legal entity that has not been prohibited /blacklisted by any Government Institution in Bangladesh or abroad (self-declaration must be provided).vi. The bidder has to provide experience certificate to the effect that the bidder has supplied the license of Bijoy Bangla Writing Software to minimum 1(One) Bank in Bangladesh and maintaining the same successfully.vii. List of Corporate Clients along with the name of Contact person & Telephone number.
05.	Price of Tender Document	Non-refundable Tk. 2000 /- (Two Thousand) only in the form of Pay order favouring 'Uttara Bank PLC' for the tender schedule.
06.	Selling & Dropping place 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/Bid Security	5% (five percent) of the total quoted amount (BDT) in the form of Pay order favouring 'Uttara Bank PLC from any scheduled bank of Bangladesh
08.	Last date & time for selling Tender Document	On or before 17/02/2025 during office hours.
09.	Last date & time for Tender submission	On 18/02/2025 before 02:00 p.m.
10.	Date and time for Tender opening	On 18 /02/2025 at 02:30 p.m. in presence of bidders or their representatives (if any).
11.	Special Instructions	<ul style="list-style-type: none">• The authority reserves the right to relax, change, or drop any of the terms and conditions of the schedule without any further notice.• Uttara Bank PLC reserves the right not to accept the lowest quotation and to reject any Tender or part thereof or all Tender without assigning any reason whatsoever.


General Manager

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

