



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنگلادیش لیمیٹেড
Islami Bank Bangladesh Limited
Common Services Division

OPERATIONS WING, HEAD OFFICE
20, DILKUSHA C/A, (6th Floor), DHAKA-1000
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Website : www.islamibankbd.com
SWIFT : IBBLBDDH

Date : 30/07/2023

SCHEDULE NO. 82/2023

Sealed quotations are hereby invited by Islami Bank Bangladesh Limited, Common Services Division, Head Office, 20, Dilkusha C/A, Dhaka-1000 from the bona fide Digital Printing Firms for printing & supply of the following item of our Bank as per description detailed below:-

mCash Festoon

Item & Details

| | |
|---------------------------------|--|
| Name of the item | : mCash Festoon |
| Quantity | : 10,000 Pcs |
| Size | : 24" X 18" |
| PVC | : 280 Gsm Black out PVC Media |
| Printing | : Eco Solvent Print, Front Side 4 (Four) Color & Back side Black Color as per design & specification supplied by Brand & Communication Division & Common Services Division. |
| Making | : ¾ Inches PVC Plastic Pipe (Top & Bottom) with Gulti Fittings & thread for Hanging as per sample |
| Design, Lay-out & Specification | : Design, Lay-out & Specification will be supplied by Brand & Communication Division , 40 Dilkusha C/A, 1 st floor, Head Office , Dhaka-1000 all size, color, design, PVC & Specification etc. should be completed as per sample) |
| Packing | : 25 Pcs bundle with Rope & Gum Tape or as per instruction by PSSD, CSD & Financial Inclusion & Channel Management Division (FICMD) |
| Specification | : Specification will be supplied by CSD & FICMD & B&CD ,all size, color, design, Paper & Specification etc. should be completed as per sample |
| Delivery Time & Supply | : Supply of the item must be completed within the schedule date will be mentioned in the Work Order. |
| Place of delivery | : Financial Inclusion & Channel Management Division (FICMD), 75, Dilkusha C/A , Mofiz Chamber, 3 rd Floor, Lift level-3, Dhaka-1000. |

TERMS & CONDITIONS :

- 1) Qualifications of Vendors : The firms having own establishment & modern Digital printing machinery and sufficient skilled manpower and got experience in Digital printing of Banner and Festoon of any Corporate Body/Bank/Financial Institution/ mobile banking institution can only participate in the tender.
- 2) Quotations : Rate should be quoted in companies letter head pad mentioning figure including VAT & AIT for the item. Total amount for the item and grand total should be shown in the quotation.
- 3) Tender Security/ Earnest Money : The quotation must be submitted along with earnest money @ Tk.2.5% of the quoted amount through Payment Order only from any schedule Bank. All paper as trade license, work experience certificate & others documents should be submitted along with quotation.
- 4) Receive time of quotation : **Tender quotation(s) will be dropped in the tender box kept at Printing & Security Stationery Department of Common Services Division , 20, Dilkusha C/A (6th floor), Dhaka from 10: AM to 3:00 PM on 02/08/2023. Which will reach by 3:00 PM positively. On the same day at 3:10 PM will be opened in front of the tender(s) present (if any). Sample of PVC, pipe & gulti must be submitted.**
- 5) Others Conditions : a)All works shall have to be done with Japanies ink.(Brand :Bright/Daihan/Pride) & the printing firm will submit 3 (three) machine proof copy of the item before printing for approval by **FICMD**.

b)The supplied item will be rejected if any deviation i.e.PVC,Pipe, Gulti, thread,Size,Color,weight & Writing etc. found in the same & any penalty will be imposed as per decision by the Bank Authority

c) No request for revision of rate and part or advance payment of bill will be entertained.

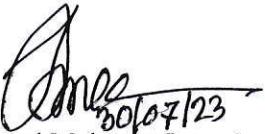
6) Supply time : Supply of the item/items must be completed within the schedule date will be mentioned in the Work Order.

7) VAT & Tax : The printing firm will quote the rate along with **Value Added Tax and VAT** as per Govt.Rules.

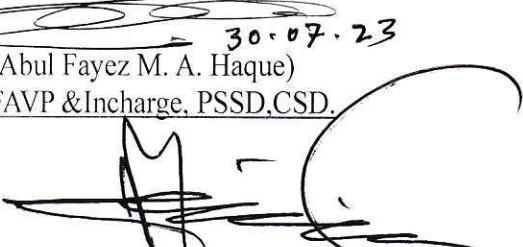
8) Late demur-rage : Demur-rage @Tk.2.5% of earnest money will be recovered from the total cost of the item for failure to comply the work order as per schedule/ as per terms of the work order and also inability to comply the work order after receipt the same.

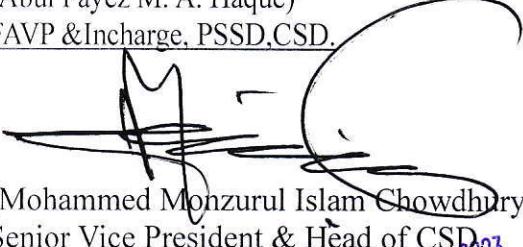
9) Billing System : Bill in triplicate along with 03 (three) copies of Challan and a photocopy of this work order should be submitted for payment after completion of supply to our **Common Services Division , 20, Dilkusha C/A (6th floor), Dhaka-1000.**

10) Remarks : The Bank Authority reserves the right to distribute the works between one or more firms/accept or reject any or all of the quotations or part thereof without assigning any reason whatsoever. The Bank is not bound to accept the lowest quoted rate.


 (Rasheed Mobarpat Jamee)
TAO, PSSD, CSD,


 (Md. Abul Hossain)
SPO, PSSD, CSD.


 (Abul Fazal M. A. Haque)
FAVP & Incharge, PSSD, CSD.


 (Mohammed Monzurul Islam Chowdhury)
Senior Vice President & Head of CSD