

Islami Bank Bangladesh PLC
Operations Wing
Engineering Division
63, Dilkusha, C/A (4th floor), Dhaka
Mobile: 01324412933, 01714013396

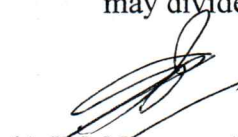
REF: IBBL/HO/CIRD/2024/1349

December 19, 2024

NOTICE INVITING TENDER

ISLAMI BANK BANGLADESH PLC invites sealed Tenders from bonafide Bangladeshi Contractor(s) having wide experience in re-branding (Signboard) works of the Bank and Financial Institution under the following conditions:

1. **Name of work:** Re-Branding works of supplying, fitting, fixing of new signboards of IBBPLC's Head Office, Zonal Offices, Branches and repairing works of existing signboards for sub-Branches, ATM/CRM Booths of the Bank.
2. **Eligibility:** Specialization in the related field and having past experience in completion of Re-Branding (Signboard) works at Bank and Financial Institutions of minimum Tk.20.00 lac in a single tender. The intending Tenderers will have to purchase the Tender Document from the office of the undersigned by applying in their letterhead pad well ahead before the last date of tender selling along with the following documentary evidence:
 - a. Work experience of Re-branding (Signboard) execution activities in Bank & Financial Institutions (at least one organizations).
 - b. For evidencing 05 years past experience, previous Trade License & completion of the related works shall have to be submitted as proof.
 - c. Clients list with detail address, contact person & Telephone number.
 - d. Updated Trade License, VAT Registration Certificate, up to date Income Tax Clearance Certificate and Bank Solvency Certificate.
3. **Place, time and availability of Tender Document:** Tender documents will be issued to the intending Tenders on cash payment of **Tk.5,000.00 (Taka five thousand)** only (Non-refundable) on working days from the office of the undersigned during office hours **from 22 December, 2024 to 13 January, 2025.**
4. **Earnest Money:** 2.5% (two point five percent) of the total Tender amount in favour of Islami Bank Bangladesh PLC in the form of Bank Draft/Payment Order/Bank Guarantee from any Scheduled Bank preferably from any branch of Islami Bank Bangladesh PLC must be submitted along with the Tender without which the Tender shall be rejected outright.
5. **Receiving & Opening Date & Time:** Tender alongwith other supporting documents will be received in the office of Engineering Division (ED), 63 Dilkusha, 4th floor Dhaka upto **12:05 PM on January 15, 2025** and will be opened at ED, 63, Dilkusha, 4th floor on the **same day at 12:10 PM** in presence of the bidder(s) or their representatives.
6. **Condition applicable:** All conditions written in the Tender Documents shall apply.
7. **Reservation:** Islami Bank Management is not bound to issue work order in favour of the lowest bidder and reserves the right to accept any tender and reject any or all tenders or may divide the works amongst the Tenderer without assigning any reason whatsoever.


(A.K.M. Kawsar Alam)
SEVP & Head of Division