

Tender Schedule

Subject: Tender for Hiring Potential vendor/supplier/firm/organization for supplying Teaching Training Materials.

Tender Circulation Date: 21st September 2023

Schedule collecting Date: 21st September 2023 to 1st October 2023 within 04.30PM from UCEP Head Office.

Last date of Tender submission: 2nd October 2023 (within 02:00 PM).

Tender Opening date: 2nd October 2023 (At 02:30 PM)

You are requested to collect schedule from UCEP Head office. Schedule price amount is BDT. 1000.00 (One Thousand Taka only). A pay order is essential in favor of "UCEP Bangladesh" @ 2.5% of the quoted price as earnest money for the work. (Earnest Money Refundable)

Documents required for tender submission:

Qualified Suppliers/Vendors/Organizations are requested to submitted below mentioned documents along with the technical and financial proposal individually in sealed envelope and drop it to our tender box which is kept at the 1st floor, UCEP Bangladesh, Plot no: 2&3, Mirpur-2, Dhaka-1216

Required Documents are as follows:

- Copy of updated Trade License
- Copy of updated VAT Registration/BIN Registration Certificate
- Copy of Updated TIN Certificate and Last tax return submission documents
- Latest Company Profile
- Bank Solvency certificate
- Authorization certificate (if any)
- Quoted Price-BDT
- Quotation must be submitted in the vendor's official letter head pad
- Technical and Financial Proposal must be submitted in separated sealed envelope.
- Relevant working experience certificates and work order
- And others relevant documents as require

Other terms and conditions:

- Interested Vendors/Suppliers/Organizations are requested to collect schedule from UCEP Bangladesh, Administration Department, Plot no: 2&3, Mirpur-2, Dhaka-1216
- Financial proposal will be considered only for Technically qualified vendors for next step.
- UCEP Bangladesh authority reserves the rights to cancel all the proposals or accept any proposal without showing any reason.
- Mentionable that no tender will be allowed after 2nd October 2023 after 02:00 PM.
- **Vendor must be signed in each and every page with seal of submitted tender documents.**
- **5% security money will be deducted from the total bill for 01 years after deliver the required product.**
- For any further clarification, please communicate with Mr. Md. Bapparaz, Senior Officer Administration, UCEP Bangladesh, Mobile: 01783733617.

