

Tender Schedule

Subject: Tender for Hiring Potential Authorized Distributor/Vendor/Supplier/firm/Organization for supplying TTE (ICT Item) UCEP Bangladesh Sylhet Regional office as per mentioned Location.

Tender Circulation Date: 25th December 2024

Schedule collecting Date: 26th December 2024 to 07th January 2025 within 04.30PM from UCEP Head Office.

Last date of Tender submission: 08th January 2025 (within 02:00 PM).

Tender Opening date: 08th January 2025 (At 02:30 PM) at UCEP head office in front of the available vendors present at that time.

Product Delivery Location: UCEP Sylhet Region, Boteswar, Khadimnagar, Sylhet-3104

Note: Product Specification is attached herewith.

You are requested to collect schedule from Administration Department, UCEP Head office, Plot no: 2&3, Mirpur-2, Dhaka-1216. Schedule price amount is TK 500.00 (Five Hundred). 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 submit below mentioned documents along with the technical and financial proposal separately 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 Authorized Vendors/Suppliers/Organizations are requested to collect schedule from UCEP Bangladesh, Administration Department, Plot no: 2&3, Mirpur-2, Dhaka-1216
- Authorization distributor/Importer will get privilege to supply of the product.
- 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 08th January 2025 after 02:00 PM.
- Vendor must be signed in each and every page with seal of submitted tender documents.
- **Security money to be retained from the selected contractors/suppliers @5% from the final bill as per the warranty/Guarantee period which is mentioned by manufacturer/Supplier.**
- For any further clarification, please communicate with Mr. Md. Bapparaz, Senior Officer Administration, UCEP Bangladesh, Mobile: 01783733617.
- **Earnest money will be provided in a separate envelop with the Financial Proposal. Please mention in the technical proposal that you have submitted the pay order with financial proposal.**



5/1/2025

AUCEP Bangladesh

Sl. #	Name of the Item	Specification	QTY	UoM	Unit Price		Total Price	
					BDT	BDT		
1	Laptop Computer	HP 15-fd0204TU Core i5 13th Gen 8GB DDR4 RAM 512GB SSD 15.6" FHD Laptop	1	Nos.				
2	Ink-jet Printer	Epson EcoTank WF-100 Color	1	Nos.				
3	Multimedia Projector	Max. Supported Resolution: 1920 x 1080 Light Output (lumens): 4000 Lumens Min. Projection Distance range: 5 - 30 ft. WXGA Connection: HDMI, USB, Wifi (Preferred) Original Equipment Manufacturer Warranty: Min. 2 Years	1	Nos.				
4	Multimedia Projector	Optoma SA520 (4000 Lumens) DLP SVGA Projector	1	Nos.				
Sub Total without VAT								
					Add VAT as per Govt. Rules			
Grand Total Including VAT and AIT as per Govt. Rules								-

