

## Tender Schedule

**Subject: Tender for Hiring Potential Authorized Distributor/Vendor/Supplier/firm/Organization for supplying TTE (Beautification item) to UCEP Bangladesh Regional office as per mentioned Location.**

Tender Circulation Date: 23<sup>rd</sup> August 2024

Schedule collecting Date: 25<sup>th</sup> August 2024 to 5<sup>th</sup> September 2024 within 04.30PM from UCEP Head Office.

Last date of Tender submission: 08<sup>th</sup> September 2024 (within 02:00 PM).

Tender Opening date: 08<sup>th</sup> September 2024 (At 02:30 PM) at UCEP head office in front of the available vendors present at that time.

**Product Delivery Location:** As per attached Specification and location mentioned in the items list.

**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 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 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 1<sup>st</sup> 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 08<sup>th</sup> September 2024 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.



**Quantity with Specification for TTE (Beautification)**  
**Materials Delivery Location: Beautification, UCEP, Ambagan TVET Institute, Chattogram**

Sl. No.	Name of the Item	Specification	Required	Unit Measure	Unit Price		Total Price		Remarks
					BDT		BDT		
1	Facial Steam Machine	Fancy (Model-CR BlackK)	2	Pcs					
2	Facial Bed	Fancy (Model-TR)	2	Pcs					
3	Hair straighter Machine	Fancy (Model-1059)	2	Pcs					
4	Crimping Machine	Fancy (Model-Black)	2	Pcs					
5	Hair Dryer	Fancy (2400 watt)	3	Pcs					
6	Haircut Dummy	China	5	Pcs					
7	Trimmer	Fancy (Model-7113)	2	Pcs					
8	MH 3 Parts Chair(Flexible Chair)	Fancy (Model-AR)	2	Pcs					
9	Salon Chair	Fancy (Model-TR)	2	Pcs					
<b>Sub Total Including AIT and Excluding VAT</b>									
					Add VAT as per Govt Rules				
					Grand Total Including VAT And AIT as per Govt. Rules				


