

Tender Schedule

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

Tender Circulation Date: 23rd August 2024

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

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

Tender Opening date: 08th 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 delivery 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). 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 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.

  2

Quantity with Specification for Furniture

Materials Delivery Location: UCEP Gazipur TVET Institute, Roth Salna, Gazipur-1706

Sl	Name of the Item	Specification	Required Quantity	Unit Measurement	Unit Price		Total Price		Remark
					BDT		BDT		
1	Working Table	Long 6' X Wide 2.5', Height: 30", Chali: 1", Pia:3" X 3" Wooden, Top Chali Rain Tree, Others Jam kath সারি কাঠ, One no self (Size 6' x2.5' Partex)	5	Nos					
2	Plastic Stool	RFL, Item code: 914523	25	Nos					
3	Steel Almirah	HATIM, HAEO-204-1-8	1	Nos					
					Sub total including AIT and Excluding VAT				
					ADD VAT				
					Grand Total including VAT and AIT as per Govt. rules				

Signature

Signature

29

Quantity with Specification for Furniture

Materials Delivery Location: UCEP Gazipur TVET Institute, North Salna, Gazipur-1706

Sl	Name of the Item	Specification	Required	Quantity	Unit Measurement	Unit Price		Total Price		Remark
						BDT		BDT		
1	Computer Table	CTC-105-1-1-33, Regal		10	Nos					
2	Computer Chair	0184 UH, Partex		10	Nos					
Sub total including AIT and Excluding VAT										
Grand Total including VAT and AIT as per Govt. rules										




25