

Tender Schedule

Subject: Tender for Hiring Potential vendor for repairing & changing profile sheet at 3rd floor, UCEP Head office.

Tender Circulation Date: 26th January 2023

Schedule collecting Date: 26th January to 9th February 2023 within 03.30PM from UCEP Head Office.

Last date of Tender submission: 12th February 2023 (within 02:30 PM).

Tender Opening date: 12th February 2023 (At 02:30 PM)

You are requested to collect schedule from UCEP Head office. Schedule price amount is BDT. 1000.00 (One Thousand 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 Vendors/Firm/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 Firm/Organizations/Vendors 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 12th February 2023 after 02:30 PM.
- **Vendor must be signed in each and every page with seal of submitted tender documents.**
- For any further clarification, please communicate with Mr. Md. Bapparaz, Senior Officer Administration, UCEP Bangladesh, Mobile: 01783733617.