



সোনালী ব্যাংক পিএলসি

বিশুদ্ধ ও স্মার্ট

Invitation for Quotation

1.	Name of Procuring Entity	:	Sonali Bank PLC, General Manager's Office, Khulna.
2.	Invitation Ref. No. & Date	:	SBPLC/GMOK/NOTE COUNTING MACHINE /RFQM/৪৭৩ ;Date: 16.04.2024
3.	Procurement Method	:	Request For Quotation Method (RFQM)
4.	Budget and Source of Fund	:	Own Fund of Sonali Bank PLC.
5.	Name of the Work		Completion Time
Supply & Installation of 01 Note Counting Machine to Bhomra Branch, Satkhira & 01 Note Counting Machine to Cable Shilpa Branch, Khulna.			07 (Seven days)
6.	Tender document shall be submitted to Tender Box of General Manager's Office, Khulna.		
7A.	Tender Publication Date		16/04/2024
7B.	Tender Closing Date and Time		25/04/2024 Time: 03.00 PM
7C.	Tender Opening Date and Time		25/04/2024 Time: 03.15 PM
8.	Distribution of Tender Document		No document/schedule will be provided. Intended Bidder should drop the hard copies of Quotation with technical specification of their offered Note Counting Machine in their letter head pad.
9.	Receiving Tender Document		Bidders should drop the hard copies as per serial no 12 in a sealed envelope addressing to official inviting the tender before 03.00 PM on 25.04.2024 into tender box of General Manager's Office, Khulna.
10.	Place of Opening Tender document		Deputy General Manager's Chamber at Sonali Bank PLC, General Manager's Office, Khulna.
11.	Eligibility of Tenderes		All Contractors with experience in the supply and installation of Note Counting Machine are eligible for the Tender.
12.	Tenderer shall submit copies of the following documents.		(a) Valid and up to date trade license. (b) Up to date Income Tax Clearance Certificate with TIN. (c) VAT Registration Certificate. (d) Quotation Submission Letter in the letter head pad of the bidder. All the documents should be attested by an Assistant Engineer or an equivalent officer.
13.	Name, Designation of the official inviting Tender		Mir Hasan Mohammad Zahid, General Manager, Sonali Bank PLC, General Manager's Office, Khulna.
14.	Contact for Technical Details		=> Sheikh Jayead Ben Nazim, Superintending Engineer (Mec), Sonali Bank PLC, General Manager's Office, Khulna. Cell : 02477721265
	Contact for Tender Schedule		=> MD. Asafuddaullah, Senior Officer (IT), Sonali Bank PLC, General Manager's Office, Khulna. Cell : 01913124098
15.	Other Conditions		(a) If communication is disrupted on the date of receiving and opening the Tender(s), the same will be received at the same time on the next working day. (b) The authority reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever. No claims will be entertained in this regard.

General Manager