

SONALI BANK LIMITED
COMMON SERVICES DIVISION
HEAD OFFICE, DHAKA .

Tender Notice

Tender Notice for printing of 1,00,000 (One lac) Savings Bank Cheque Books (10 leaves) for vatavoghi on 70 GSM Offset paper (Bashundhara or equivalent) .

Sealed tenders are hereby invited from the Enlisted security printing firm of Sonali Bank Limited for printing of 1,00,000 (One lac) Savings Bank Cheque Books(10 leaves) on 70 GSM Offset paper (Bashundhara or equivalent). Cheques must be printed as per design & specification approved by the bank under the terms and condition as stated in the tender schedule.

01.	Name of the organization	:	Sonali Bank Limited
02.	Tender Schedule No & date	:	REF: CSD/SECURITY / 2020/ 851 DATE : 02.07.2020
03.	Procuring Method	:	LTM (Limited Tender Method)
04	Nature of work	:	Printing of Cheques on 70 GSM Offset paper as per design & specification approved by Sonali Bank Limited .
05	Quantity	:	1.00(One) Lac Books of 10 leaves each
06	Name and Address of the Procuring Entity	:	Sonali Bank Limited, Common Services Division, Head Office, Dhaka .
07	Sources of fund	:	Own fund.
08	Name and Address of the division selling Tender Documents	:	Common Services Division, Sonali Bank Limited, Head Office, Dhaka
09	Last date and time for selling Tender Document	:	09.07.2020 (During office hour)
10	Price of Tender Document	:	Tk. 700.00 (Seven Hundred) Only (Non-Refundable)
11	Last date and time for submission of Tender	:	12.07.2020 up to 2.00 P.M
12	Amount of Tender Security	:	Earnest money for TK.30,000.00 (Thirty Thousand)-Refundable to be submitted in the form of DD/ PO purchased from Sonali bank branch in favour of Sonali Bank Limited, Head Office, Dhaka
13	Place, Date & Time for Opening Tender	:	Sonali Bank Limited, Common Services Division, Head Office, Dhaka on 12.07.2020 at 3.00 P.M .
14	Eligibility of Tenderers	:	Tenderers / Bidders must have minimum experience of printing & supply of Security Items at least in 3 banks in Bangladesh .
15	Documents to be submitted by the Tenderer (photocopy duly attested)	:	1. In case of Limited Company Certificate of Incorporation copy of M/A and A/A . 2. Recent Income Tax Clearance Certificate alongwith the copy of TIN Certificate . 3. Copy of Trade Licence (up to date) . 4. VAT Registration Certificate (up to date). 5. Experience Certificate issued by at least 3 schedule banks for printing of Security Items . 6. Bank Solvency Certificate.
16	Disqualification	:	01. Tender with over-writing, cutting or erasing. 02. Non-submission of Tender Security money 03. Failing to supply/compliance of desired information /instruction.
17	Special Instruction	:	a) No Tender document will be sold on the Tender opening date. b) If it is not possible to open the tenders on the schedule date for any unavoidable circumstances the same will be open on the next working day at the same time and same venue . No further notice will be served in this regard c) The bank is not bound to accept the lowest quotation, bank reserves the right to accept or reject any or all the tenders/quotations without assigning any reason whatsoever.



Deputy General Manager
(Additional charge)