



UTTARA BANK PLC.
PURCHASE & PROCUREMENT DEPARTMENT (12TH FLOOR)
HEAD OFFICE, 47, SHAHID BIR UTTAM ASFAQUS SAMAD SARAK,
MOTIJHEEL C/A, DHAKA-1000

INVITATION FOR TENDER

Date: 21/04/2025

01.	Procuring Entity	Uttara Bank PLC., Purchase & Procurement Department, Head Office, 47, Shahid Bir Uttam Asfaqus Samad Sarak, Motijheel C/A, Dhaka-1000.
02.	Tender Name	Supplying and installation works of Note Banding Machine at Uttara bank PLC. Chandina Branch, Cumilla.
03.	Procurement Method	Request For Quotations Method.
04.	Eligibility of Tenderers	i) Should have completed minimum 03(three) nos. of similar nature of works in any scheduled bank in the last 03 (three) years. ii) Should have valid Trade License, IRC (if any) TIN Certificate and VAT Registration Certificate.
05.	Price of Tender Document	Nil
06.	Selling & Dropping of Tender Documents	Uttara Bank PLC., Purchase & Procurement Department, 12 th floor, Head Office, 47, Shahid Bir Uttam Asfaqus Samad Sarak, Motijheel C/A, Dhaka-1000.
07.	Earnest Money	N/A
08.	Last date & time for selling Tender Document	On or before 28.04.2025 during office hours.
09.	Date & time for Tender submission	On 29.04.2025 before 3:00 PM.
10.	Date and time for Tender opening	On 29.04.2025 at 3:30 PM in the presence of bidders or their representatives (if any).
11.	Special Instructions	i) Firms having prerequisite qualifications may apply on their letter head pad for collecting Tender Document to the General Manager, Purchase & Procurement Department, Uttara Bank PLC., Head Office during office hour. ii) Uttara Bank PLC. reserves the right to accept or reject any or all quotations without assigning any reason whatsoever and is not bound to accept the lowest quotation.


 MD. RAFIQUUL ISALM KHAN
 General Manager
 Purchase & Procurement Department
 Uttara Bank PLC.
 Head Office, Dhaka.

