



INVESTMENT CORPORATION OF BANGLADESH
HEAD OFFICE
8, RAJUK AVENUE, BSB BUILDING (12-15 FLOOR)
Dhaka-1000, Bangladesh

Establishment Department

Date: 13.04.2009

Invitation for Tenders(IFT)

Tender No. – 12/2008-09

Sealed Tenders are hereby invited from eligible suppliers for supplying stationary materials as per The Public Procurement Rules, 2008 and subject to the following terms and conditions:-

1.	Source of Funds	ICB's own fund		
2.	Procurement Method	Open Tendering Method		
3.	Invitation for	Supply of stationary. Suppliers have to deliver the goods at their own cost to the Establishment Department, Investment Corporation of Bangladesh, BSB Building (12th Floor), 8, RAJUK Avenue, Dhaka-1000, Bangladesh.		
4.	Name & Address of the office of Selling, Receiving & Opening Tender Document	Establishment Department, Investment Corporation of Bangladesh, BSB Building (12th Floor), 8, RAJUK Avenue, Dhaka-1000, Bangladesh.		
5.	Last Date of Selling Tender Document	29-04-2009, during office hours.		
6.	Tender Box Closing Date & Time	30-04-2009 up to 11.15 a. m.		
7.	Tender Box Opening Date & Time	30-04-2009, 11.25 a. m.		
8.	Tender Opening by the Tender Opening Committee Date & Time	30-04-2009, 11.30 a. m.		
9.	Eligibility of Tenderer	Suppliers having at least 2 (Two) years experience in supplying similar goods in government/semi-government/autonomous body or any bank/financial institution.		
10.	Price of Tender Document (Tk)	BDT. 200.00 (Two hundred) only in the form of cash (Non-refundable)		
11.	Description of the Items/ Goods		Security Money (Tk)	Completion Time
	Lot No. 1	Stationary Items (Pen, Pencil, Stapler, Punch Machine etc)	4,500.00	15 Days from the date of NOA
	Lot No. 2	80 gm Offset Paper- A4, B4 Size	4,000.00	
12.	Name & Designation of Official Inviting Tender		Md. Rafiqul Islam (Assistant General Manager)	
13.	Designation of Official for detail information of Tender		Assistant General Manager, Establishment Department	
14.	Address of Official Inviting Tender		Assistant General Manager, Establishment Department Investment Corporation of Bangladesh BSB Building(12th Floor),, 8, RAJUK Avenue, Dhaka-1000	
15.	Contact details of Official Inviting Tender	Telephone: 7162911, 9563455 Ext 111,115.	Fax: 88-02-9563313	e-mail : icb@agni.com
16.	1. Any tenderer can participate in a single lot or both and Evaluation will be made on lot basis. 2.The procuring entity reserves the right to change any terms and conditions of the tender document before the date of opening of the tender and accept or reject any or all tenders without assigning any reason whatsoever. 3. Notification of award and payment will be made subject to the approval by the appropriate authority and availability of fund.			
17.	In case of any unavoidable reason or circumstance, the receipt and opening of tender cannot be held on stipulated date the same will be held on the next working day at the same time			

Md. Rafiqul Islam
Assistant General Manager