



Common Services Division
Head Office, Dhaka

March 2, 2021

Terms and Conditions:

1.1 Scope of Bid

Shahjalal Islami Bank Ltd. (Hereinafter referred to as "the Bank") wishes to receive bids from the renowned firms for purchasing of LED Sign to be installed at rooftop of its Corporate Head office, Plot # 04, Block # CWN(C), Gulshan Avenue, Gulshan, Dhaka.

1.2 Documents comprising the bid

1. Valid and up dated Trade License
2. e-TIN and BIN Certificate
3. Lease agreement / ownership title of office and full contact number of representative.
4. Company Profile (Establishment date, no of engineers, no of employees, no of bank clients, etc.)
5. Proof of Experience.
6. List of corporate clients with Certificates.
7. List of experience technical members.
8. Certificate of Authorized Dealer/ Supplier from the Manufacturer.
9. Original Catalogue with a mark/signature on respective items.
10. National ID card of proprietor/MD/CEO/Chairman.

1.3 Bid prices

Bidders shall quote the price in Bangladeshi Taka (BDT) for the items quoted excluding VAT and including Tax. Vat to be borne by the bank. The price will include supply, installation and any kind of charges thereof.

1.4 Bid validity:

Bid shall remain valid for a period of 3(three) months from the date of opening of proposals. In exceptional circumstances, prior to expiry of the original bid validity period, Bank may request the bidder to extend the period of validity for a specified additional period. The request and the responses thereto shall be made in writing. A bidder agreeing to the request will not be permitted to modify its bid.

1.5 Deadline of bid

The bidder must submit the bids addressing to "The SEVP & Head of CSD, Shahjalal Islami Bank Ltd., Corporate Head Office, Shahjalal Islami Bank tower, Plot # 04, Block # CWN(C), Gulshan Avenue, Gulshan, Dhaka in closed envelope, duly marking the envelope as addressed at the above no later than 3.00 PM on 11/03/2021 (dd/mm/yyyy).

1.6 Performance Security:

The successful bidder have to submit a performance security in the form of Pay order / Bank Guarantee amounting 5% of work order value, which will be return after successful completion of work.

1.7 Mode of Payment:

Payment will be made after successful installation in all respects and subsequent submission of the bill after deducting VAT & Tax as per government rules. No advance payment will be allowed.

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1.7 Security Money:

Security money @ 5% will be deducted from final bill which will be kept up to warranty period.

1.8 Mode of delivery:

Supplier bound to deliver the product at site at his own arrangement.

1.9 Warranty:

Bidders/vendors should specify the warranty type and period clearly for each of the items/components. But warranty should not less than 02 (two) years from the final date of commissioning.

1.10 Bank's Right:

Shahjalal Islami Bank Limited reserves the right to accept or reject any or all of the offers in full or part without assigning any reason whatsoever. The Bank shall not be under any obligation to accept the lowest quotation. Quality of product, experience of company, market reputation, delivery lead-time, etc. would be considered for selection of vendor.

1.11 Technical specification:

S.L	Description	Size	Materials
i	(Logo) High Quality Bata Model SS LED Sign	As per our design	Glossy SS Sheet Grade 304, Thickness- 1mm, Acrylic Sheet Thickness - 3mm, Brand Pakistan, 8mm Pvc Sheet, High Quality LED light, Rain Proof Power Supply, High Quality ST Cable, High Quality Galvanized Screw, Revit and etc.
ii	(SS Letter) High Quality Bata Model SS LED Sign	As per our design	Glossy SS Sheet Grade 304, Thickness- 1mm, Acrylic Sheet Thickness - 3mm, Brand Pakistan, 8mm Pvc Sheet, High Quality LED light, Rain Proof Power Supply, High Quality ST Cable, High Quality Galvanized Screw, Revit and etc.
iii	High Quality MS Sign	As per our design	High Quality MS Sheet, Thickness- 1mm, High Quality Powder Coating Paint
iv	(Outline) Acrylic Letter with LED Sign	As per our design	Acrylic Sheet 3mm, Pvc Sheet 8mm, High Quality LED light, Rain Proof Power Supply, High Quality ST Cable, High Quality Galvanized Screw, Revit and etc.
v	High Quality Galvanized Louver Frame	As per our design	1.5"x1" Galvanized Louver Thickness-1.5mm, 2"x2" MS Angle Structure, thickness 5mm, Brand-BSRM, High Quality Paint, High Quality Royal Bold and etc.
vi	Fitting & Fixing	As per our design	All signals will be done by the laser and router machine.
vii	Design and Mock	Enclosed	





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1.12 Site Visit:

Bidders are advised to visit the site before submission of quotation, as because all sorts of Civil, Electrical and any other works (if any) have to be done by the bidder.

1.13 Financial Offer:

Item wise breakup of price to be submitted by the vendor as per format given below:

SL.	Item Description	Qty.	Unit	Unit price in BDT	Amount in BDT	Remarks
1.						
2.						

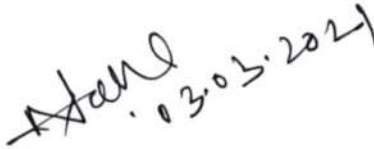

Notes:

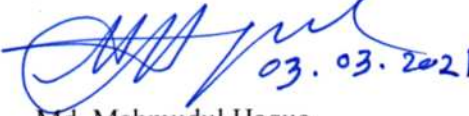
- 01 Actual quantity of each item will be finalized upon finalization of the shop drawing submitted by the selected vendor
- 02 Payment will be made based on actual quantity of supply and installation and physical measurement.

Ma-Assalam,

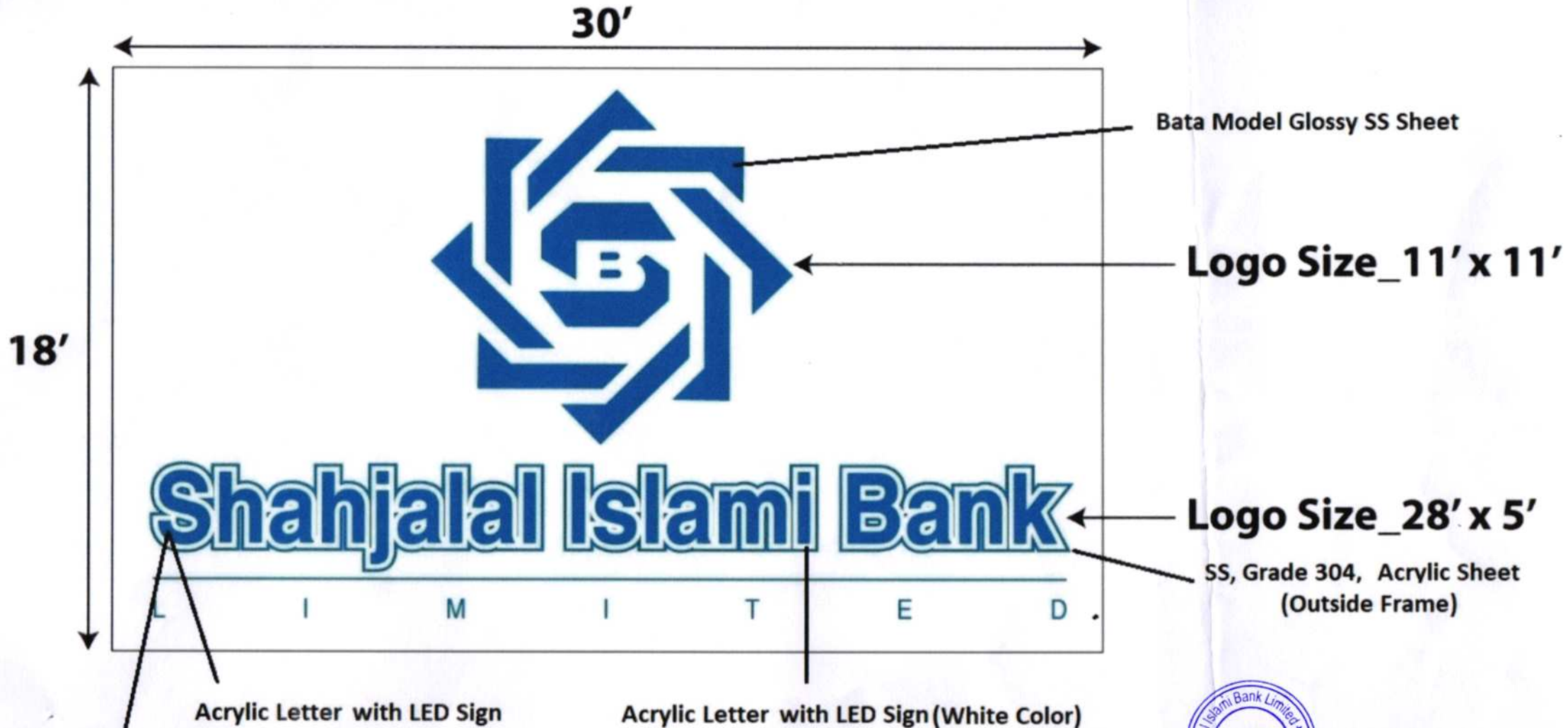
Yours faithfully,


02/03/2021
Mohammad Fokhrul Islam
Vice President,
Branding & Product Development Department


03.03.2021
Md. Noor-A-Alam Hossain
Vice President
Common Services Division



03.03.2021
Md. Mahmudul Haque
Senior Executive Vice President & Head
Common Services Division

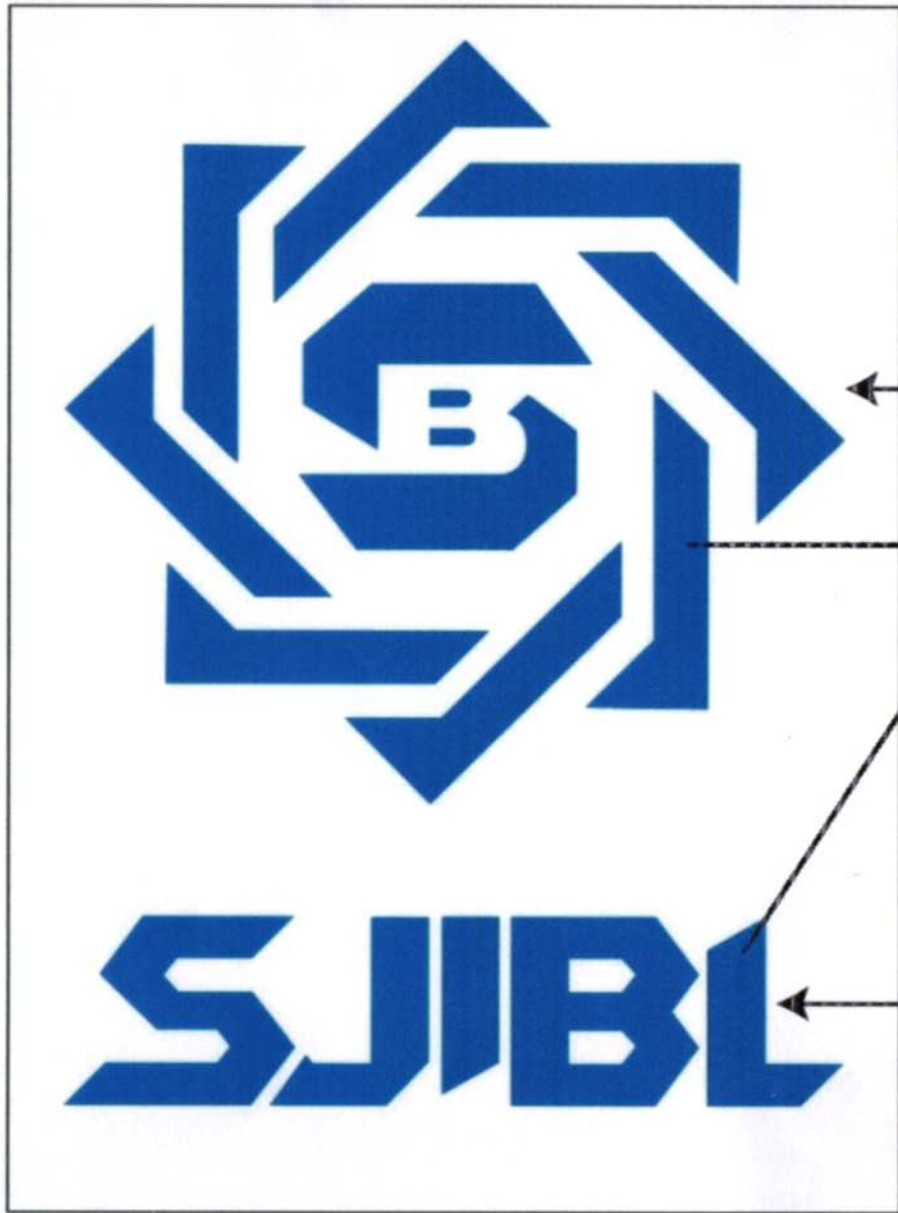
North Side



16'

South SIDE

22'



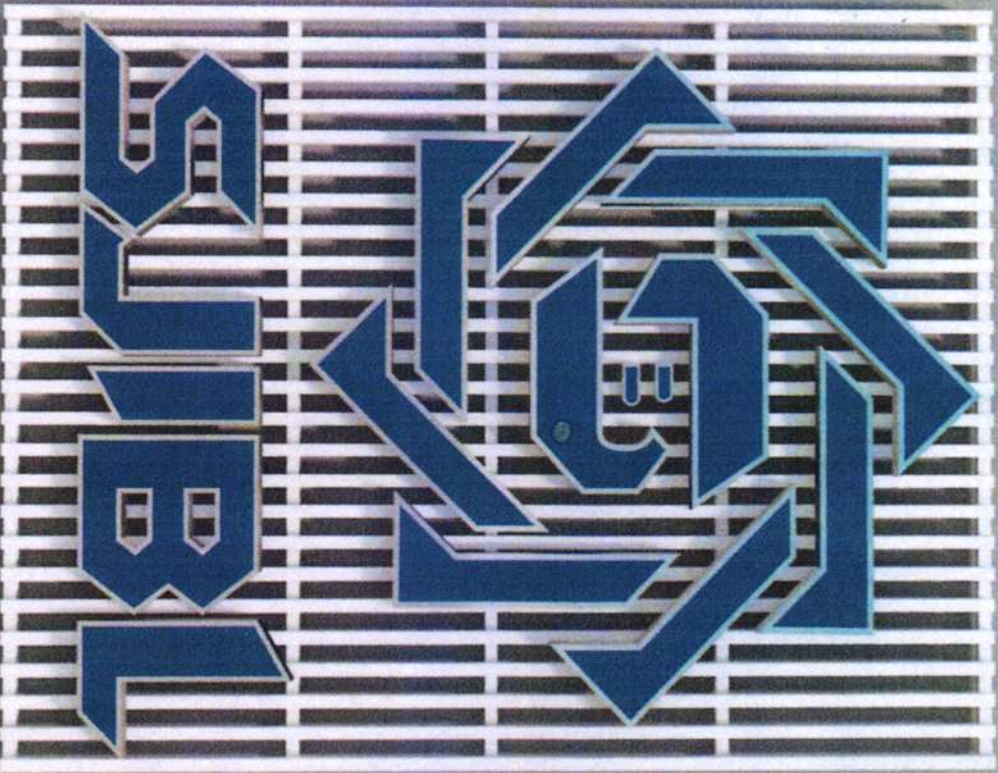
Logo Size_14' x 14'

Bata Model Glossy SS Sheet

Logo Size_14' x 4'



Option A



16'x22'(H)

OK/