



Bismillahir Rahmanir Rahim



Standard Bank Limited

Shari'ah Based Islami Bank

Head Office: Metropolitan Chamber Building (3rd Floor)
122-124 Motijheel C/A, Dhaka-1000

TENDER NOTICE

Wall Calendar, Desk Calendar, Diary and Notebook of 2022

For printing & supplying of Wall Calendar, Desk Calendar, Diary and Notebook for 2022 of Standard Bank Limited, sealed tenders are invited from bonafide Printing Houses of the country as per prescribed schedule available to the undersigned at a cost of Tk. 2,000/- (Taka Two Thousand) only (non-refundable). The details scopes of the work are as follows:

a. Quantity & actual dimensions for printing of the mentioned items are:

Item	Quantity	Specifications
Wall Calendar	1,50,000 units	17.50" X 24.50" (Calendar) and 18.50" X 25.50" (Envelope)
Desk Calendar	30,000 units	9" X 5" (Calendar) and 9.50" X 5.50" (Envelope)
Diary	10,000 units	As per sample provided by the Bank
Notebook	10,000 units	As per sample provided by the Bank

- b. Wall Calendar should consist of 06 leaves with both side printing, a top sheet and an envelope (all are four color).
- c. Desk Calendar should consist of 13 leaves including a top sheet with both side printing and an envelope (all are four color).
- d. Standard bank will provide the design/ replica of Diary/ Notebook.
- e. Quotations of Printing should be submitted as per our prescribed specifications/ sample (s) including VAT & other Tax (s) mentioning name of Printing House.
- f. Bank reserves the right to accept or reject any or all of the quotation (s) in full or part without assigning any reason whatsoever.

Quotations with sample (according to our specifications) for each item should be dropped separately in a single sealed tender box kept at General Services Division, SBL Head Office within 29 November 2021 by 03:00 pm which will be opened in front of participant (if any) on the same day at 03:30 pm.

Head of GSD