



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

INVITATION FOR TENDER Procurement of Annual Report

Standard Bank Limited would like to procure 21,000 (Twenty One Thousand) pieces Annual Report-2020. Sealed tenders are hereby invited by Standard Bank Limited for printing and supplying of Annual Report 2020 from bonafide printing press/firm/creative agency who have at least 05 (five) years relevant experience in printing of Annual Report of Financial Organizations, Multinational Companies or reputed Corporate and have the set up for large scale printing job with efficient technical skill to execute the work within the stipulated time. Tender details are as follows:

1	Item	Annual Report-2020 Envelope Minutes of 21 st AGM
2	Quantity	21,000 Pieces
3	Tender Schedule Selling Date and Time	11.05.2021 to 20.05.2021 during office hour.
4	Tender Method	Two Envelope Method (Technical & Financial Proposal should be submitted separately).
5	Tender Submission Date and Time	Tender should be submitted in a tender box kept at General Service Division of the bank on 23.05.2021 by 12:30 pm.
6	Tender Opening Date and Time	On 23.05.2021 at 01:00 pm.
7	Name & Address of the office for selling, submitting and opening of Tender	Standard Bank Limited, Head Office, General Service Division (Islam Chamber, Level-6, 125/A Motijheel C/A, Dhaka-1000).
8	Price of Tender Schedule	Interested bidders may purchase tender schedule on Payment of Tk.2,000/- (Two Thousand) only (non-refundable) in cash.
9	Earnest Money	5% of the quoted value of the works shall be submitted with financial proposal as earnest money (refundable) in the form of Payment Order favoring Standard Bank Limited.

Only bonafide firms having long business track record will be qualified for this bidding. The Bank reserves the right to accept, modify or reject any bid partially or fully without assigning any reason whatsoever. The Bank shall not bound any obligation to accept the lowest quotation.

**VP & Head
General Service Division**