



সোনালী ব্যাংক পিএলসি

বিশ্বস্ত ও স্মার্ট

## Invitation for Tender

1.	Name of Procuring Entity	:	Sonali Bank PLC, General Manager's Office, Khulna.		
2.	Invitation Ref. No. & Date	:	SBPLC/GMOK/COMP- KHULNA/LTM/ 2025(02)/ 372 Date: 21.04.2025		
3.	Procurement Method	:	Limited Tendering Method (LTM)		
4.	Budget and Source of Fund	:	Own Fund of Sonali Bank PLC.		
5.	Name of the Work		Price of Tender document	Tender Security	Completion Time
Procurement of 06(Six) Desktop Computer, 06(Six) Offline UPS(650VA) ,03(Three) A-4 Scanner & 01 (One) Legal Scanner For Branches of Sonali Bank PLC, Principal Office, Bagerhat under General Manager's Office, Khulna			Tk.500.00 (Five Hundred)	13,300/-	30 (Thirty days)
6.	Price of Tender document & Tender Security shall be submitted in the form of pay order preferably from any Sonali Bank branch in favor of General Manager's Office, Khulna.				
7A.	Tender Publication Date		21/04/2025 (Monday)		
7B.	Tender Last Selling Date and Time		04/05/2025	Time: 03.00 PM	
7C.	Tender Closing Date and Time		05/05/2025	Time: 03.00 PM	
7D.	Tender Opening Date and Time		05/05/2025 (Monday)	Time: 03.15 PM	
8.	Selling Tender Document		Intended Bidder shall collect Tender documents from Sonali Bank PLC, General Manager's Office, Khulna upon submitting an application in their letter head pad along with pay order as mentioned price of Tender Document.		
9.	Receiving Tender Document		Bidders should drop the hard copies as per serial no 12 of Tender notice including original pay order as tender security(if any) in a sealed envelope addressing to official inviting the tender before <b>03.00 PM</b> on 05/05/2025 into tender box of General Manager's Office, Khulna.		
10.	Place of Opening Tender document		Deputy General Manager's Chamber at Sonali Bank PLC, General Manager's Office, Khulna.		
11.	Eligibility of Tenderes		All the enlisted Vendors of Sonali Bank PLC, Information Technology Division (IT Procurement & Maintenance) are eligible for the Tender & Any other According to PPR-2008.		
12.	Tenderer shall submit copies of the following documents.		(a) Valid and up to date trade license. (b) Up to date Income Tax Clearance Certificate with TIN. (c) VAT Registration Certificate. (d) Tender Submission letter (PW2-1) in the letter head pad of bidder. (e) A duly completed and signed full Tender schedule (including Section-6) of requirement. (f) Pay order for Tender security in original on favor of General Manager, Sonali Bank PLC, General Manager's Office, Khulna. (g) Copy of Enlistment Letter provided by Sonali Bank PLC		
13.	Name, Designation of the official inviting Tender		Mir Hasan Mahammad Zahid, General Manager, Sonali Bank PLC, General Manager's Office, Khulna.		
14.	Contact for Technical Details		=> Md. Muradul Islam, Senior Programmer, Sonali Bank PLC, General Manager's Office, Khulna. Cell : 01711-154220		
	Contact for Tender Schedule		=> Barun Kumar Biswas, Assistant Engineer (IT), Sonali Bank PLC, General Manager's Office, Khulna. Cell : 01911-142101		
15.	Other Conditions		(a) If communication is disrupted on the date of receiving and opening the Tender(s), the same will be received at the same time on the next working day. (b) The authority reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever. No claims will be entertained in this regard. (c) All the Rules & Regulations of PPA-2006 & PPR-2008 must be followed.		

**Distribution: Please notify this information and circulation in your notice board.**

1. Deputy General Manager, Sonali Bank PLC, Principal Office, Khulna.
2. Deputy General Manager, Sonali Bank PLC, Khulna Corporate Branch, Khulna.
3. Website Copy
4. Notice Board Copy
5. Office Copy

Deputy General Manager