



REQUEST FOR TENDER

Supply Chain Management

RFT TITLE:	YEARLY CONTRACT FOR SUPPLY OF OFFICE STATIONARY AND HOSPITAL MATERIALS FOR icddr,b
RFT NUMBER:	icddr,b/SCM/OTM/2020/30, Dated: September 17, 2020
PREBID MEETING:	September 23, 2020, at 11:00AM https://us04web.zoom.us/j/4788120034?pwd=VC84MVNrZ0FuOUFCQ2pkUGlHQVgrUT09 Meeting ID: 478 812 0034 Passcode: 2020 (Zoom App)
CLOSING:	2:45 pm on October 01, 2020 (Late Tenders Submission Will NOT Be Accepted)

LODGMET OF TENDERS:

A handwritten signature in black ink, appearing to be "M. Faruk", is written over the signature line.

By Hand:

Director, Supply Chain & Facilities Management
icddr,b
Chiller Building (Ground Floor)
68 Shaheed Tajuddin Ahmed Sarani,
Mohakhali, Dhaka 1212

YEARLY CONTRACT FOR SUPPLY OF OFFICE STATIONARY AND HOSPITAL MATERIALS

icddr,b is an international health research institute. Based in Dhaka, Bangladesh, we are committed to solving public health problems through innovative scientific research – including laboratory based, clinical, epidemiological, and health systems research. By developing, testing and assessing the implementation of interventions specifically designed for resource poor settings, we aim to improve the health and wellbeing of people living in the world's poorest nations.

For more than 50 years, we have been carrying out high-quality research and promoting the uptake of evidence-based interventions. Our initial focus was on diarrhoeal disease, but we now study multiple infectious diseases, other threats to public health, and methods of healthcare delivery. Our work has had a profound impact on health policy and practices both locally and globally.

icddr,b invites sealed tender for **Supply of Office Stationary and Hospital Materials** from bonafide suppliers who have work experience in the relevant field. The hiring is subject to the general terms and conditions set out below. The tender is to be dropped in the Tender Box, which is located in the SCM Office at Chiller Building (Ground Floor), icddr,b Mohakhali, Dhaka up to **by 2.45 pm on October 01, 2020**. The tender will be opened at **3.00 pm** on the same day, in presence Sourcing Evaluation Committee members only.

icddr,b is not bound to accept the lowest tender and reserves the right to accept or reject any or all of the tenders without assigning any reason whatsoever. The tender advertisement published in the newspaper is also a part of the contract and binding upon the tenderers.

GENERAL TERMS AND CONDITIONS

- 1. Instructions for the Submission of Proposal:** The Bid process will be conducted through a **TWO-envelope system**. Separate technical and cost proposals (containing price information) must be submitted through separate envelopes no later than the time and date specified above. Interested Bidders are requested to submit their bid in two separately sealed envelopes super-scribed "Technical Bid for Yearly Contract for Supply of Office Stationary and Hospital Materials for icddr,b" and "Financial Bid for Yearly Contract for Supply of Office Stationary and Hospital Materials for icddr,b". Both sealed envelopes should be put in a third sealed envelope super-scribed "REQUEST FOR PROPOSAL FOR YEARLY CONTRACT FOR SUPPLY OF OFFICE STATIONARY AND HOSPITAL MATERIALS FOR ICDDR,B".

The Financial bids of only those bidders who qualify in technical bid evaluation by the committee shall be opened. The financial bids of all those Contractors who have failed to qualify in the technical bid will not be opened under any circumstances.

The Supplier will be selected on the basis of QCBS (**Quality and Cost Based Selection**) as recommended by the Sourcing Evaluation Committee. The evaluation will be done on the basis of the responsive bidder qualified in **the technical bid evaluation** and the lowest quoted in the **financial bid**.

- 2. Tender Submission:** Tender shall be submitted with the completed work schedule, copy of trade license, TIN and VAT registration certificate, otherwise, bid may not be considered.

The tenderer must put his signature on each page of the tender, all relevant documents and work schedule, and complete the signature block at end of the tender document and work schedule.



3. Evaluation of Tender: Tender will be evaluated based on the following mandatory requirement without which offer will not be considered for tender assessment:

A. Mandatory Criteria:

- Updated Trade License of the firm /company
- Updated Income Tax assessment certificate
- VAT Registration certificate (Updated BIN)
- Bank Statement for last 6 months and solvency certificate from concerned bank

Tender Assessment Criteria:

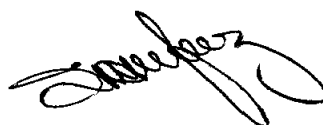
<p>Tender Assessment Criteria and Weightings (Only technically qualified Bidder will be considered for Financial Assessment. Lowest responsive Bidder will be awarded.)</p>	<p>Mandatory Documents: Shall be submitted by the tenderer as prescribed in clause # 3. A above</p> <p>Technical Evaluation: 100 Points (Offer or who does not obtain 60% score on technical evaluation, will not be considered eligible for financial evaluation.)</p> <p>Financial Evaluation: Lowest Responsive Bidder</p>
---	--

Selection of the successful Tenderer will be based on, but not necessary limited to, assessment of Tenders against the following Tender Assessment Criteria.

B. Technical Evaluation – Total Weight 100 (Pass marks in technical bid evaluation will be over all 60 %. The opening of Financial Bid of only those bidders shall be considered who scores 60% i.e. 60 marks or more in their technical bid evaluation as evaluated by the Committee, whose decision in this regard shall be final and binding.)

<u>Assessment Criteria</u>	<u>Weight</u>
A. Experience and Past Performance	<u>35</u>
i) Past performance: at least 3 (three) years experience in relevant field. Copies of the work-order, performance certificate for similar nature of contracts with similar INGO/Multinational organization of the last three years shall be enclosed.	
ii) Contract personnel of 3 clients (Name, Number & Email)– for similar nature of contracts	
B. Capacity Assessment	<u>60</u>
i) Organizational Supply Capacity: Location of office, Number of Delivery Van	
ii) Personnel: List of Key Staff, Organogram, Contact person should be at least 2 with contact details (mobile no. email address)	
iii) Bank Statement for last 6 months for concerned bank accounts and Bank solvency certificate	
iv) Yearly Business Turnover	
C. Occupational Health, Safety and Environment	<u>05</u>
i) Declaration regarding Occupational health, safety and environment management in company's letter head pad	
Technical Part	<u>100</u>

Physical verification shall be conducted among technically qualified bidders on the basis of provisional scoring.



C. Financial Evaluation (Price)

Lowest responsive based on approved sample and specification.

4. Quote of Rates:

The tenderer must quote the rate for items using the information in this document, including the work schedule at Annexure A. The rate shall be quoted both in figures and in words. icddr,b reserves the right to offer all the items or in part/group wise as considered necessary in the circumstances. No claim of rate increase during the contract period will be entertained. Subject to consider special situation, price enhancement is only allowed for limited items subject to submission of written application with proper documents by the suppliers. Authority of icddr,b will verify the reason as well as documents and provide decision accordingly and it is the sole discretion of icddr,b and icddr,b decision is final. Unit price shall include VAT, Tax and all other incidental charges. Any overwriting or erasing shall have to be initialed by the tenderer. Rate should be quoted in Taka only. If any firm quotes unreasonably high or low price, which is not comparable with market price, will not be considered for further evaluation.

5. Security Deposit:

Successful tenderer will be required to deposit security money 05% of contract/awarded value (not less than BDT 20,000 and not more than BDT 50,000) in the form of pay order/ Bank Guarantee obtainable from any scheduled bank in Bangladesh. The security money shall be claimed by the supplier in writing within 30 days from the date of contract expiry and will be returned to the supplier without interest.

6. Compensation for Accidents and Damages:

From the start date of the contract, icddr,b will not be responsible for any kind of injury/accident or death of any staff of vendor while executing the contract.

7. Adherence to icddr,b's Code of Conduct:

The tenderer shall ensure that his personnel adhere to the icddr,b code of conduct and must abide by icddr,b core values as stated in its website <http://www.icddr.org/about-us/strategy>. Misbehavior with the officers and staff of icddr,b will not be accepted. icddr,b reserves the right to ask the supplier to withdraw his materials for any reason whatsoever by oral or written notice. The supplier shall replace that materials after getting information/notice from icddr,b management.

8. icddr,b Responsibilities:

Access to the specified areas within the specified time following icddr,b security rules and regulations.

9. Tenderer's Responsibility:

The tenderer should possess relevant business shop/showroom, E-mail, sole contact person and telephone/cellphone number etc.

Sample: Samples of stock items are available in the procurement office. Bidders are advised to see the sample (if applicable), before submission of price proposal and a declaration of sample inspection shall be submitted along with the bid by the Bidder. icddr,b will not accept any letter or appeal or will not allow any request raised by the successful bidder during contractual period due to non inspection of the sample before bid submission. Tender may ask to submit offered sample before final selection and bidder is liable and bound to provide sample as requested by the icddr,b.



10. Quality of Goods / Services:

The successful bidder will provide the best quality materials as per the requirements of icddr,b. Materials shall be examined/tested, weighed, counted and measured during delivery by the persons authorized by the icddr,b. Any items found below standard and not as per icddr,b requirement shall be rejected and the rejected materials should be taken back by the Supplier without delay at its own cost. Supplier shall replace the materials which are rejected due to quality ground. In case any supplier fails to deliver the same, the same materials shall be procured from other responsive vendors and differential amount will be adjusted from the failed suppliers.

Repetition of attempts to supply sub-standard materials will make the contract liable to termination. Delivery should be made at the respective premises which will be received by the concerned supervisor/authorized representative of Procurement Staff.

11. Warranty :

Minimum 6 (six) month warranty for the supplied materials shall be applicable where necessary.

12. Bill of Quantities :

Materials described in the schedule annexed are to be supplied **as per purchase order as and when required basis**. icddr,b is not bound to purchase all the items at a time and quantities of goods/materials mentioned in the schedule annexed and further reserves the right to purchase quantities or number of items to any extent as it requires.

The total quantity mentioned in the **Annex A** may vary $\pm 30\%$ during the contract period. In that case the Supplier is bound to supply the materials in quoted approved rates within the contract period.

13. Quality Test/quality inspection:

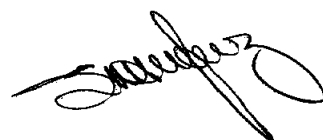
icddr,b will check and verify the materials supplied by the successful bidder and notify if any inferior quality materials found. Notwithstanding any testing and examination, icddr,b by visual inspection or field tests may instruct the successful bidder to:

- a. remove and replace any materials thereof which is not in accordance with the Contract,
- b. Any expenses caused due to replace shall be borne by the successful bidder.

icddr,b reserves the right to test any sample of supplied materials if require, from any external institution and the successful bidder will have to bear the expenses for that.

14. Price: Price shall remain fixed for first tenure of the contract. Price for extended period will be the discretion of icddr,b.

15. VAT & TAX: All Prices are inclusive of Tax and any applicable VAT. Supplier shall submit Original Mushak-6.3 (Challan) with invoice and provide the copy of Treasury Challan subsequently (if VAT claim 15%). icddr,b will deduct VAT at source (except 15% rated VAT) during payment, if vendor put 15% rate at MUSHAK-6.3, vendor will be liable to provide Treasury Challan mentioning the name of icddr,b. icddr,b will deduct TAX at source from invoice. Any changes in the VAT rate by the National Board of Revenue (NBR) payable by the supplier shall be adjusted by icddr,b.



- 16. Mode of Payment:** Payment will be made through Bank Transfer and within 30 (thirty) days after thorough examination of the invoice and certification by icddr,b. Under no circumstances will icddr,b entertain any request for cash payment or partial payment for the invoice. The invoice will incorporate any penalties that might need to be enforced, based on the terms and conditions stated in this tender document. The Purchase Order is to be produced to the receiving officer at the time of the delivery of the materials with 3 (three) copies of Delivery Challan and the relevant bill(s). Receiving Officer will return one copy of Delivery Challan to the Supplier duly signed.
- 17. Penalty Clause:** icddr,b may deduct 5% (five percent) of the outstanding bills or Tk.2,000 (Two thousand) only, whichever is higher from the invoice if the successful tenderer does not carry out the work within the time stipulated in the work orders/contract. icddr,b may purchase the materials and shall recover the differential expenditure for the purchase from the party, if necessary from their receivable bills. As a penalty, icddr,b can blacklist the party by terminating the Contract and also can forfeit the Security Deposit.
- 18. Key Performance Indicators:** The supplier's performance shall be evaluated on annual basis. This KPI report along with others applicable, will be the basis for any price adjustment, future extension of contract and future business potentials in icddr,b. The decision will be at the discretion of icddr, b.

SL. No.	Criteria	Indicators	Performance Target
1	Quality of supplied materials	Number of non-conformance orders vs. total orders	>5%
2	Lead time from formal order to delivery	Max. 2 weeks	90%
3	Emergency response time	Within 48 hours	90%

19. Contract Period:

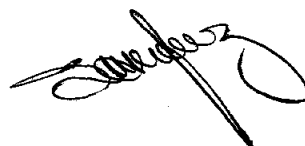
The contract will be for 01 (one) year from the date of awarding the contract. Subject to the performance of the successful bidder(s), the option exists to extend the contract for further periods at the sole discretion of icddr,b. The additional periods will be with the mutually agreed rates and terms & conditions.

20. Applicable Law :

The Contract shall be governed by and construed in accordance with the laws of the People's Republic of Bangladesh.

21. Termination of Contract Agreement:

Either party may terminate this agreement by giving 2 (two) Months prior notice in writing in the event that the other party defaults in the performance or observance of any terms or undertaking stipulated in this agreement. Supplies of inferior quality materials or extreme delay in supply within the scheduled period or approved extension time, will lead to write "letter of complaint". Repetitions of similar activities will cause issuance of warning letter which may lead to termination of the contract, if require. Termination of the Agreement shall be affected after settlement of all outstanding issues of both parties.



22. Dispute Settlement:

All Complaints, disputes and differences shall submit in writing by Supplier to Director, Supply Chain & Facilities Management and the matter will be resolved within 14 days of receiving the notification. If the supplier is not satisfied it may be referred to the Executive Director, icddr,b for resolution and his determination shall be final and binding.

23. Liability, Insurance and indemnity:

Each Party shall be acting as independent in the performance of their work relating to this Agreement and shall be responsible for maintaining at its sole expense adequate insurance or self-insurance coverage to cover its activities under this Contract.

Therefore, icddr,b will not be responsible for any kind of injury, accident or death of any staff or designated personnel of the Supplier while executing the works and services under this Contract.

24. Force Majeure:

This Contract is subject to Force Majeure, which shall mean any unforeseeable circumstance or circumstances beyond the reasonable contemplation of the Parties at the time of entering into this Contract, such as acts of God, natural disasters, and armed conflicts, restrictions imposed by a government or government agency. If performance is delayed by any such cause of Force Majeure, the Supplier shall not be penalized or be held responsible for the penalty a penalty which will be decided on the merit of the complaint by the Competent Authority. However, if any such causes of Force Majeure persists for more than a month hampering the ability of the Supplier to discharge its obligations under this Contract in a timely manner, it shall be within the right of icddr,b to terminate this Contract.

25. Partnership or Agency:

Nothing in this Agreement shall create any partnership, joint venture, or relationship of principal and agent between the Parties.

26. Assignment:

The Supplier shall not, without the prior written agreement of icddr,b, assign or transfer, or cause to be assigned or transferred, its obligations set forth herein to any third party.

27. Security and Safety Rules:

The Supplier shall maintain icddr,b Security and Safety Rules during implementation of the contract.

28. Environmental management:


This section specifies the requirements for environmental management of this contract.

Responsibility

The Contractor is responsible for ensuring that the provisions of this section and any other environmental protection provisions required by law, are complied with.

Definitions

Environment; means the natural and built environment and all aspects of surroundings of human beings, including physical, biological and aesthetic aspects.



Pollution Incident; means an incident or set of circumstances during or as a consequence of which there is, or is likely to be a leak, spill or other escape of a substance as a result of which pollution has occurred, is occurring or is likely to occur.

Contamination of land; is the presence of a substance in, on or under the land at a concentration above that which is normally found in that locality, such that there presents a risk of harm to human health or to the environment.

Solid, Liquid and Gaseous Contaminants

Take responsibility for the proper disposal of all solid, liquid and gaseous contaminants in accordance with the statutory and contractual requirements, including the provisions of this section.

All hazardous waste must be disposed of properly, oils or other hazardous liquids must not be disposed of by flushing down any sewer, stormwater system or natural waterway.

<p><u>Declaration:</u></p> <p>We do hereby accept the above terms and conditions of the tender document.</p> <p>We have read and understood the technical specifications of the goods.</p> <p>We also declare that we are liable to bear any cost regarding supply of inferior quality goods and its impact, if any.</p> <p>Signature of Tenderer:</p> <p>Full name of Tenderer:</p> <p>Name of organization:</p> <p>Address:</p> <p>.....</p> <p>Phone: E-mail:</p>
--





FINANCIAL PROPOSAL

RFT TITLE: YEARLY CONTRACT FOR SUPPLY OF OFFICE STATIONARY AND HOSPITAL MATERIALS FOR icddr,b

RFT NUMBER: icddr,b/SCM/OTM/2020/30, Dated: September 17, 2020

CLOSING: 2:45 pm on October 01, 2020 in presence of icddr,b tender evaluation committee members only
(Late Tender will Not be Accepted)

LODGEMENT OF TENDERS TO:

By Hand in Tender Box:

Director, Supply Chain and Facilities Management
icddr,b
Ground Floor Chiller Building
68 Shaheed Tajuddin Ahmed Sarani,
Mohokhali, Dhaka 1212

A handwritten signature in black ink, appearing to be "S. M. A. H.", is written over a horizontal line.

Annexure-A

TENDER SCHEDULE FOR SUPPLY OF OFFICE STATINERY AND HOSPITAL MATERIALS IN icddr,b
December 01, 2020 – November 30, 2021

GROUP – A: HOSPITAL MATERIALS

Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
1	IM-00165	Blade Super Max, stainless steel, 5/pkt. Made in India/Bangladesh.	680	PKT			
2	IM-0169	Blood recipient set, SS 3052A, Sterile EO, Non-Toxic, Pyrogen Free, CE 0434, Romsons, Juniors, India	120	SET			
3	IM-02524	Blood bag, 5/can, CPDA – 1, 450 ml, NEEDLE: 16G, CE 0123, Registration # 302 – 3960 – 2004, Approved by Drug Administration of Govt. of Bangladesh, Made in China	30	CAN			
4	IM-00171	Blood pressure instruments, Aneroid Sphygmomanometer, Velcro cuff, FOCAL, Model- FC-100V, Adult & Pediatric, Made in Japan.	65	EACH			
5	IM-00172	Bowel Aluminum, Dia - 12½" Weight -200 gm, Guljer brand or sample approved by icddrb	110	EACH			
6	IM-00173	Bucket Plastic, White/Blue, Height: 10", Dia 12", Transparent RFL/Taj/Bengal/Partex brand	950	EACH			
7	IM-00174	Suction catheter, 6 Fr. Sterile, Romson Brand, Made in India	500	EACH			
8	IM-00175	Suction catheter, 8 Fr. Sterile, Romson Brand, Made in India	1760	EACH			
9	IM-00176	Suction catheter, 10 Fr. Sterile-EO, Romson, India	1250	EACH			
10	IM-00177	Cotton Absorbent, 400 gm/ roll (BSMI Brand), best quality, as per sample	1225	ROLL			
11	IM-00179	Gauze, Absorbent, Soft Cotton, 1 Yrd x 100 Yrds/Roll, (Mohanagar Brand) as per sample	87	ROLL			



Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
12	IM-00187	Surgical Tape, Micropore ,3m 2"x10, Cat # 1530A-26 3m brand Size: 50.8mm x5.9m, 2 inch x 6.5yd, 3m center, USA	456	ROLL			
13	IM-00211	Thermometer, Rectal, CE 0123, as per sample	2	EACH			
14	IM-00214	Urine Collector, Pediatric, 100/pkt. GS – 1062, Sterile EO, CE – 0434, Romsons, India	112	PKT			
15	IM-00228	Dispenser for Scotch Tape, Deli Brand, Made in China, as per sample	48	EACH			
16	IM-00279	Glue Stick, 8 gm. , Fevicol Stick Super, White, Non toxic, Fevicol Brand, Made in Korea	460	TUBE			
17	IM-00410	Sodium Hypochlorite Clorox, Laundry, 4 Ltr/Can, CLOTECH Brand, Global Heavy Chemicals Ltd.	940	BTL			
18	IM-00468	ALUMINIUM FOIL WRAP, 8.33 Yds x18" x 37.5 Sq Ft. 100% recycled paper board, Diamond brand, USA	680	ROLL			
19	IM-00473	BIO HAZARD BOX (HARD BOARD BOX), as per sample	1775	EACH			
20	IM-00475	BLADE SERA, SHARP BLOOD LANCET, Softclix , 30 gauge, Sterile, 200 Pcs./Pkt, Mediklin Brand.	30	PKT			
21	IM-00476	Brush Test Tube (small size), 14" long with hair, Hairmode, as per sample	16	EACH			
22	IM-00477	Brush Test Tube (Large size) 22" Long, Hairmode, as per sample	40	EACH			
23	IM-00513	Napkin (Gamcha) Size: 66" x32", best quality, as per sample.	510	EACH			
24	IM-00514	Duster Cloth, Size: 18"x18", best quality, off white/ white, 100% cotton, as per sample,	760	EACH			
25	IM-00515	Glass, Drinking Water, Lazer brand /Nasir glass, as per sample	1865	EACH			



Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
26	IM-00519	SCISSORS, HOUSEHOLD ORDINARY, "DELI Brand" Multipurpose, as per sample	277	EACH			
27	IM-00523	Bleaching Powder, Dry, 50 kg/ drum, Lion Brand, U.P. Made in India.	2	DRUM			
28	IM-00524	Brush Bathroom, Siam Brush Industries, President brand , best quality, as per Sample	284	EACH			
29	IM-00526	Scrub Brush, Anchor Brand, Best quality, Made in Thailand	35	EACH			
30	IM-00535	Vim Cleansing bright 500 gm /Pkt. made by (Unilever Bangladesh Ltd.)	4300	EACH			
31	IM-00536	Soap Life Buoy, 100 gm. (Unilever Bangladesh Ltd.)	200	EACH			
32	IM-00538	Soap Toilet Lux, 100 gm. White/Pink color (Unilever Bangladesh Ltd.)	1270	EACH			
33	IM-00539	SOAP, WASHING, TIBET, 130 GM	775	EACH			
34	IM-00540	Thread Cotton, weight: 100 gm/roll. Off White, as per sample	535	ROLL			
35	IM-01526	Leukoplast 3"x5.5 yds, Zinc Oxide Adhesive Plaster Made in China, as per sample	180	EACH			
36	IM-01651	Foley catheter 2 way 8-14 FR, Sterilized by Gammaradiation, Bardia, Malyasia	40	EACH			
37	IM-01669	Ambu bag, Pediatric/child/adult Taiwan, Top star brand, PVC SR-11, SR-12 & SR-13 as per sample	4	EACH			
38	IM-01681	Soda Ash, Washing, 50 Kgs/bag, Brand: Tiger or equivalent, China	800	KG			
39		N.G Tube, 5 Fr, Bevermed IND Made in Thailand	100	Each			
40	IM-01686	Jute Canvas for cholera Cot Width: 1 Mtr. as per Sample	3300	MTR			



Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	In Words
41	IM-01690	Disposable Plastic Glass, 250 ml Transparent , Tanjim Brand, Food Grade, Best quality, as per sample.	48200	EACH			
42	IM-01697	Plastic Bodna, Best quality, RFL Brand. Blue color. as per sample,	44	PCS			
43	IM-01701	Hand Rub spray bottle, White, Poly Lab, India, 500 ml, as per sample	250	BTL			
44	IM-01702	Plastic Bucket with Cover, Big size, RFL/Taj/Partex brand,70 liter capacity, Blue, Red color, as per sample	15	EACH			
45	IM-01707	Toilet Freshener with plastic case, Orchid brand, as per sample	560	BTL			
46	IM-01776	I.V Cannula, 22g, Vasofix B. Braun	100	EACH			
47	IM-01777	I.V Cannula, 24g, Vasofix, B' Braun, Ref: 4269071, Malaysia	1750	EACH			
48	IM-01779	I.V Cannula, 18g, Vasofix B. Braun	50	EACH			
49	IM-01790	Nebulizer Machine, Aero Family, Philips, Made in Germany/Farah, Made in China as per sample	5	EACH			
50	IM-01848	Vein -O-Line, GS-3034, Length: 10cm, Non-Toxic, Sterile EO, Pyrogen Free, CE 0434, Romsons, India	1150	EACH			
51	IM-01849	PM - O - Line, GS - 3036., Length: 150 cm. Capacity: 1.40 ml. Non-Toxic, Pyrogen Free, Sterile EO, CE 0434, Romsons, India	1430	EACH			
52	IM-01859	Urometer, 250 ML. Disposable Non-Toxic, Romson, India	170	EACH			
53	IM-01934	Beauty Soup, 40gm Sachet (Lux) Unilever Care Line	470	EACH			
54		Tri-sodium Citrate, 25kg/bag, Product of Water Treatment Center, Armanitola, Dhaka.	10	BAG			

Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
55		Dextrose Anhydrous-ACS 25 KG/Bag, Oral Grade, Crystalline Power, Origin: China	5	bag			
56		Potassium Chloride Analar 50 kg/bag (Best quality) Origin:	5	bag			
57	IM-01732	N. G Tube, 6 Fr. Disposable FEEDING TUBE, Sterilized by Ethylene Oxide Gas, Non-Toxic, Non-Pyrogenic, Length-50 cm, BEVERMED IND. Made in Thailand	178	Each			
58	IM-01733	N. G Tube, 8 Fr. Disposable FEEDING TUBE, Sterilized by Ethylene Oxide Gas, Non-Toxic, Non-Pyrogenic, Length-50 cm, BEVERMED IND. Made in Thailand	1120	Each			
59	IM-01734	N. G Tube, 10 Fr. Disposable FEEDING TUBE, Sterilized by Ethylene Oxide Gas, Non-Toxic, Non-Pyrogenic, Length-50 cm, BEVERMED IND. Made in Thailand	1430	Each			
60	IM-01735	N. G Tube, 12 Fr. Disposable FEEDING TUBE, Sterilized by Ethylene Oxide Gas, Non-Toxic, Non-Pyrogenic, Length-100 cm, BEVERMED IND. Made in Thailand	171	Each			
61	IM-01736	N. G Tube, 14 Fr. FEEDING TUBE, Non-Toxic, Non-Pyrogenic, STERIL EO Sterilized by ETO-GAS, Unomex Brand	270	Each			
62	IM-01713	C.V.P Manometer GS-3008 Non-Toxic, Pyrogen Free, Sterile EO, Romson International	80	each			
63	IM-00178	Electrode Gel, 5 Oz /Tube Spectra - 360, Electrode gel Salt Free, Hypoallergenic 8.5 Oz (250g), PARKER Ref: 12-08, PARKER LABORATORIES INC. Made in USA, as per sample	55	Tube			
64	IM-01703	Wheel chair, Folding Recxine Seat, Model: KY809 – 46C, Kaiyang Medical, China, as per sample	10	Each			

Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
65	IM-02405	Bucket Plastic, Blue, Height:10", RFL/Taj/Bengal brand, as per sample	650	Each			
66	IM-02571	3-way stop cock, bi-valve, Globex, India	190	Each			
67	IM-02573	Monitoring Electrode, Skintact, Made in Austria	3700	Each			
68	IM-02574	Rubber Catheter, 6 Fr Made in Malaysia	50	Each			
69	IM-00181	Gauge Sponges 4"X4", 100/Pkt. (Sterile), Sarker Traders, Bangladesh	50	Pkt.			
70	IM-01851	Endo-Tracheal Tube, 3.0 mm, Made in Malaysia	20	Each			
71	IM-01852	Endo-Tracheal Tube, 3.5 ml. Made in Malaysia	30	Each			
72	IM-01726	Nasal Oxygen Canulla, Infant, Made in China	190	Each			
73	IM-01727	Nasal Oxygen Canulla, Child, Made in China	160	Each			
74	IM-01728	Nasal Oxygen Canulla, Adult, Made in China	310	Each			
Sub -total (taka) →							

GROUP: - B. OFFICE STATIONERY SUPPLIES

Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
1	IM-00210	Thermometer clinical Toshiba brand, Made in Japan	715	EACH			
2	IM-00246	Folder, File Hanging, Large 25/Box, Lucy Brand, Yellow color	5	PKT			



Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
3	IM-00217	Book Exercise, 48 leaves, KPM, Bound 32-1/2 lb. Weight paper, Rulled, with ICDDR B Logo, as per sample.	485	EACH			
4	IM-00218	Book Exercise, 96 leaves, KPM, Bound 32-1/2 lb. Weight paper, Rulled, with ICDDR, B Logo, as per sample.	930	EACH			
5	IM-00219	Book Register, 200 pages, KPM, Ledger Sheet, Leather bound, 22 lb. Weight paper, Rulled, as per sample	1062	EACH			
6	IM-00220	Book Register, 500 pages, KPM, Ledger Sheet, Leather bound, 22 lb. Weight paper, Rulled, as per sample	210	EACH			
7	IM-00223	Plastic CLIP BOARD Size: 13 1/2" x 9 1/2", Legal size ABEL brand, as per sample	385	EACH			
8	IM-00224	CLIP BINDER, WITH WIRE HANDLE, SMALL, Shihmark brand, size:1-1/4" (19 mm)	1015	BOX			
9	IM-00225	CLIP BINDER WITH WIRE HANDLE, MEDIUM, 12/BOX Shihmark brand, size:1-1/4" (32mm)	535	BOX			
10	IM-00226	CLIP BINDER WITH WIRE HANDLE, LARGE, 12/BOX Shihmark brand, size:2" (51mm)	200	BOX			
11	IM-00227	Square Triangle Clip (Gems Clip) No. 625, 100/box, Made in Taiwan, as per sample	360	BOX			
12	IM-00237	Envelope Plain, Super white with 1 st class glossy offset paper, (80 gsm), size 9-1/2"x4-1/2", 50/pkt, with wrapping as per sample	560	PKT			



Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
13	IM-00243	File Folder, Three-cut, Color: Blue & Pink 280 gsm paper, 50 Pcs/ wrapping Pkt. as per sample	56,150	EACH			
14	IM-00281	Stamp pad, Artline brand, Color: Violet, made in Japan, Sachihata, as per sample.	255	EACH			
15	IM-00282	KIT CORRECTION FLUID, WHITE, Uni Correction pen, Mitsubishi pencil co.Ltd. Made in Japan, CLP-80	210	EACH			
16	IM-00284	Pad Writing, Rulled, size: 8-1/2x 11", super white with 1 st class glossy offset paper, 70 gsm, 50 sheets/pad, as per sample	2600	PAD			
17	IM-00285	Pad Writing Plain, Size: 8-1/2" x11", super white with 1 st class glossy offset paper, 70 gsm, 50 sheets/pad, as per sample	60	PAD			
18	IM-00291	Pad Octave, size: 5" x 7.75" 80 gm. Super white 1 st class glossy offset paper, 100 sheets/pad, as per sample.	275	PAD			
19	IM-00297	Paper Brown, 90 lb, size: 42" X 24",KPM. as per sample	2750	SHT			
20	IM-00298	Paper Carbon, Black Diamond Brand, (Unique paper product) Size: 8½"X11", Made in Bangladesh, 100 sheets/box	10	BOX			
21	IM-00313	Pin Board, Thumb, 50 pcs/pkt, as per sample	32	PKT			
22	IM-00319	Ruller, stainless Steel, Size: 12", Made in China, Swordfish brand, as per sample	180	EACH			



Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
23	IM-01422	Post it Pad, 1 1/2"x2", PAD NOTES, Yellow, A005, Ref: A00552, 100 sheets/pad, deli brand, DELI GROUP CO., LTD.	95	PAD			
24	IM-01424	Pad Post it, 2"x3", Yellow color, PAD NOTES, A002, Ref: A00253, 100 sheets/pad, deli brand, DELI GROUP CO., LTD.	290	PAD			
25	IM-01425	Pad Post it, 3"x3", PAD NOTES, Yellow, A003, Ref: A00353, 100 sheets/pad, deli brand, DELI GROUP CO., LTD.	465	PAD			
26	IM-01428	Battery, Alkaline AA size, 1.5 volts, Maxell Ltd. Maxell brand, Tokyo, Japan. Made in China	3030	EACH			
27	IM-01434	Pen PILOT (PILOT HI-Tec Point) V5 Extra fine, Assorted color. Japan	1600	EACH			
28	IM-01689	Clean File Folder, Super white Transparent, as per sample (Huwaji brand).	640	EACH			
29	IM-01708	Pencil Battery: AAA UM 4 (R03P) 1.5 V, Sunlite Heavy duty, No mercury added Quasem Industries Ltd. Bangladesh	1500	EACH			
30		Pad Post it, 3"x4", PAD NOTES, A026, Ref: A02602, 100 sheets/pad, deli brand, DELI GROUP CO., LTD.	100	PAD			
31		Pad Post it, 3"x5", PAD NOTES, A026, Ref: A02602, 100 sheets/pad, deli brand, DELI GROUP CO., LTD.	100	PAD			
32		Paper Clips, Assorted Color, Plastic coated, 50/box, as per sample	150	BOX			

Sl. No.	IM No.	Description	Estimated Qty	UoM	Unit Price		Total Amount in Taka
					In Digit	In Words	
33	IM-00283	Label Gummed, Zep Stick, 50 x 100 mm, 60 Pcs/pkt As per sample	2	Pkt.			
34	IM-00533	Mophead Wet. Cotton, 500 g. Off white. Soft Pure Cotton, 18" long, as per sample	600	Each.			
35	IM-00312	Perforator, Paper, 2 Holes, Kangaroo, Cat. No. 376224, Punch DP-700 Made in Taiwan	40	Each.			
36	IM-00321	Stapling Machine, Large, Cat: HP-45, Kangaroo Brand, No. 376224, Made in India	45	Each			
37	IM-00322	Stapling Machine, Small, Cat: HD-45 S, Kangaroo Brand, No. 376224, Made in India	370	Each			
38	IM-00323	Staples for Staple Machine 5000/Pkt. Staple 24/6-1M, No.384556, Kangaroo Brand, India	595	BOX			
39	IM-02575	Rubber Catheter, 8 Fr Made in Malaysia	65	Each			
40	IM-02576	Rubber Catheter, 10 Fr Made in Malaysia	40	Each			
41	IM-00216	Sunlite extra heavy duty Battery, Pencil Type, 1.5 Volt, Sunlite Brand, AA UM 3 (R-6), Quasem Industries Ltd. Bangladesh	1720	Each			
Sub -total (taka) →							
Grand total (A+B) taka →							

(In word total taka.....) only

Signature of Tenderer:

Full Name of Tenderer:

Name of the Firm:

Address:

.....

