INVITATION TO BID (ITB)

Supply Chain Management

<table>
<thead>
<tr>
<th>TENDER TITLE:</th>
<th>YEARLY CONTRACT FOR SUPPLY OF PRINTING MATERIALS (Group-4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>TENDER NUMBER:</td>
<td>icddr,b/SCM/OTM/2022/04, Dated: February 17, 2022</td>
</tr>
<tr>
<td>PREBID MEETING:</td>
<td>Wednesday, February 23; 11:00am – 12:00pm</td>
</tr>
<tr>
<td></td>
<td>Google Meet joining info Video call link:</td>
</tr>
<tr>
<td></td>
<td><a href="https://meet.google.com/dxq-hghw-fbv">https://meet.google.com/dxq-hghw-fbv</a></td>
</tr>
<tr>
<td>CLOSING:</td>
<td>2:45 pm on March 03, 2022 (Late Tenders Submission Will NOT Be Accepted)</td>
</tr>
</tbody>
</table>

LODGMENT OF TENDERS:

By Hand:
Director, Supply Chain Management
icddr,b
Chiller Building (1st Floor)
68 Shaheed Tajuddin Ahmed Sarani,
Mohakhali, Dhaka 1212

Price: 2,000/- per set
TENDER NOTICE FOR YEARLY CONTRACT FOR ROUTINE SUPPLIES

Tender Ref. No. icddr,b/SCM/OTM/2022/01-06  Date: February 17, 2022

Sealed Tenders are invited from reputed firms having at least 3 years work experience in the relevant field with large organizations like UN agencies, diplomatic missions, international organizations, Large Corporate Office, Hospitals etc. for the following groups items:

<table>
<thead>
<tr>
<th>Group</th>
<th>Name of Tender</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group-1</td>
<td>Yearly Contract for Supply of Office Stationery and Hospital Materials</td>
</tr>
<tr>
<td>Group-2</td>
<td>Yearly Contract for Supply of Building Materials</td>
</tr>
<tr>
<td>Group-3</td>
<td>Yearly Contract for Supply of Electrical Materials</td>
</tr>
<tr>
<td>Group-4</td>
<td>Yearly Contract for Supply of Printing Materials</td>
</tr>
<tr>
<td>Group-5</td>
<td>Yearly Contract for Supply of Toner and Computer Accessories</td>
</tr>
<tr>
<td>Group-6</td>
<td>Hiring of Labour for Civil Works with Supply of Materials and Services</td>
</tr>
</tbody>
</table>

Interested bidders may collect tender documents from icddr,b website, link: https://www.icddrb.org/work-with-us/tender-notices. Tender document will be available from February 18 to March 02, 2022. Bidders must submit tender document with a Pay Order amounting BDT 2,000 (two thousand only) (non-refundable) in favour of "icddr,b". Without pay order tender will be considered as non-responsive.

Tender should be dropped into the Tender Box kept in Supply Chain Management Office, First Floor of Chiller Building, Mohakhali, Dhaka by 2:45 pm up to March 03, 2022. Tender opening will be at 3:00 pm on the same day (in presence of icddr,b tender evaluation committee members only). If it is not possible to receive & open the tender on the scheduled date for any unavoidable circumstances, the same will be received and opened on the following working day at same time and same place.

Online Pre-Bid meeting will be held on Wednesday, February 23, 2022; 11:00am - 12:00pm. Google Meet joining info Video call link: https://meet.google.com/dxq-hgw-fb. You can share any queries relating to the Bid process and other issues to the email supplychain@icddrb.org which will be discussed in the pre-bid session.

The icddr,b Management reserves the right to accept or reject part/whole of any or all tenders without assigning any reason whatsoever. This tender notice will also form a part of the contract and will be binding upon the tenderer.

Senior Manager, Supply Chain Management
icddr,b, Mohakhali, Dhaka-1212
Tel: 9827001-10, Ext. # 4401 & 4405

[Signature]

Mirza Mohammad Masud Rana
Senior Manager
Supply Chain Management
icddr,b
CONTRACTING ENTITY:

icddr,b
68 Shaheed Tajuddin Ahmed Sharani
Mohakhali, Dhaka 1212

TENDER DOCUMENT:
Tender document will be available in the icddr,b website link https://www.icddrb.org/work-with-us/tender-notices from February 18 to March 02, 2022. Bidders are requested to submit the tender document (technical proposal) with a non-refundable Pay Order amounting BDT 2,000 (two thousand) only in favor of “icddr,b”. Without pay order tender will be considered as non-responsive.

PRE-BID MEETING SCHEDULE:
Online Pre-Bid meeting will be held on Wednesday, February 23; 11:00am – 12:00pm Google Meet joining info Video call link: https://meet.google.com/dxq-hghw-fbv. You can share any queries relating to the Bid process and other issues to the email supplychain@icddrb.org within above deadline which we will discuss in the pre-bid session.

BID SUBMISSION LOCATION:

According to time mentioned in ITB; please submit your hard copy proposal into the Tender Box which will be located at below addressed location:
Supply Chain Management Office, icddr,b; Chiller Building, 1st Floor; Mohakhali; Dhaka 1212
by 2:45 pm on March 03, 2022.
YEARY CONTRACT FOR SUPPLY OF PRINTING 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 tenders for Supply of Printing Materials from bonafide suppliers who have at least 3 years 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 (1st Floor), icddr,b Mohakhali, Dhaka up to by 2.45 pm on March 03, 2022. 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 Financial 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 Printing Materials” and “Financial Bid for Yearly Contract for Supply of Printing Materials”. Both sealed envelopes should be put in a third sealed envelope super-scribed “ITB FOR YEARLY CONTRACT FOR SUPPLY OF PRINTING MATERIALS”.

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 LCSM (Least Cost Selection Method) 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 responsive quoted in the financial bid.
2. **Tender Submission:** Tenderer will be required to deposit a Pay Order amounting BDT 2,000 (two thousand only) non-refundable in favour of "icddr,b" with the technical proposal. **Without the pay order tender will be considered as non-responsive.** Also, 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 and seal stamp on each page of the tender, all relevant documents and work schedule, and complete the signature block at the end of the tender document and work schedule.

** Please bring along your NID/Passport for access to icddr,b premises during Tender Submission.

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

**Tender Assessment Criteria:**

<table>
<thead>
<tr>
<th>Tender Assessment Criteria and Weightage (Only technically qualified Bidder will be considered for Financial Assessment. Lowest responsive bidder will be awarded.)</th>
<th>Technical Evaluation: 100 Points (Offer or who does not obtain <strong>60% score on technical evaluation</strong>, will not be considered eligible for financial evaluation.) Financial Evaluation: Item-wise lowest Responsive Bidder</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selection of the successful Tenderer will be based on, but not necessarily limited to, assessment of Tenders against the following Tender Assessment Criteria.</td>
<td></td>
</tr>
</tbody>
</table>

**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 Evaluation Committee, whose decision in this regard shall be final and binding.)**

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Experience and Past Performance (50)</strong></td>
<td></td>
</tr>
<tr>
<td>i)</td>
<td></td>
</tr>
<tr>
<td>• Updated Trade License of the firm/company</td>
<td>10</td>
</tr>
<tr>
<td>• Updated Income Tax assessment certificate</td>
<td></td>
</tr>
<tr>
<td>• VAT Registration certificate (Updated BIN)</td>
<td></td>
</tr>
<tr>
<td>ii) Experience: at least 3 (three) years' experience in relevant field. Copies of the work-order, performance certificate (at least 02) for similar nature of contracts with similar INGO/Multinational organization of the last three years shall be enclosed</td>
<td>20</td>
</tr>
<tr>
<td>iii) Contact personnel of 2 clients (Name, Number &amp; Email)– for similar nature of contracts</td>
<td>10</td>
</tr>
<tr>
<td>iv) Personnel: List of Key Staff, contact person should be at least 2 with contact details (name, designation, mobile no. email address)</td>
<td>10</td>
</tr>
<tr>
<td><strong>B. Capacity Assessment (45)</strong></td>
<td></td>
</tr>
<tr>
<td>i) Organizational Supply Capacity: Location of office, Delivery Van, mobile no. email address (Declaration in company's letter head pad)</td>
<td>25</td>
</tr>
</tbody>
</table>
20

Bank Statement for last 6 months for concerned bank accounts and Bank solvency certificate

C. Occupational Health, Safety and Environment (5)

i) Declaration regarding COVID-19 Precautionary measures, Occupational health, safety and environment management in company’s letter head pad

Financial Evaluation (Price)

Item-wise Lowest evaluated responsive offer based on approved sample and specification.

Physical Verification: Physical verification may be conducted among technically and financially qualified bidders if required by the icddr,b.

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. 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.

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.icddrb.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 and telephone/cellphone number etc.

**Sample:** Samples of stock items are available in the Supply Chain Management 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. Tenderer may ask to submit offered sample before the final selection and bidder is liable and bound to provide sample as requested by the icddr,b. Interested bidder will see the sample of stock items as per below schedule only:

**February 22-28, 2022 all working days from 3:00 pm to 4:00pm only at Warehouse, Supply Chain Management office, IPH building, Ground Floor.**

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 Supply Chain Management 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 ±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. Products may be procured for USAID project. The following terms & conditions are applicable only for any USAID Project procurement:

a. The product is not made for USA market and also have the eligibility to export outside of the country
b. Have active exclusions in the System for Award Management (SAM) (https://www.sam.gov)

c. Bidder must comply with the guidance of eligible commodities (ADS 312), source and origin (ADS 310), and 22 CFR part 228 Rules on Procurement of Commodities: https://www.usaid.gov/sites/default/files/documents/1876/312.pdf)


d. VAT & Tax will be deducted from the source as per govt. rules. **VAT coupon will be provided by USAID's ACTB project, icddr,b for this project procurement.**

17. **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.

18. **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.

19. **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.

<table>
<thead>
<tr>
<th>SL. No.</th>
<th>Criteria</th>
<th>Indicators</th>
<th>Performance Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lead Time</td>
<td>Delivery in Full Quantity on Time (DIFOT)</td>
<td>100%</td>
</tr>
<tr>
<td>2</td>
<td>Quality</td>
<td>% of delivery meets the specification and fit for use</td>
<td>100%</td>
</tr>
<tr>
<td>3</td>
<td>Customer Satisfaction</td>
<td>Response to urgent need and commitment</td>
<td>90%</td>
</tr>
</tbody>
</table>

20. **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.

21. **Applicable Law:**
The Contract shall be governed by and construed in accordance with the laws of the People’s Republic of Bangladesh.

22. **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 effected after settlement of all outstanding issues of both parties.
23. **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.

24. The bidder shall indemnify the icddr,b against all actions, suits, claims and demands brought or made against it in respect of anything done or committed to be done by the bidder in execution of or in connection with the work of this contract and against any loss or damage to the icddr,b or its user in consequence to any action or suit being brought against the bidder for anything done or committed to be done in the execution of this contract.

The bidder will abide by the safety measures prevalent in Bangladesh and will free the icddr,b from all demands or responsibilities arising from accidents or loss of life, the cause of which is the bidder’s negligence. The bidder will pay all indemnities arising from such incidents without any extra cost to icddr,b and will not hold the icddr,b responsible or obligated. Icddr,b may at its discretion and entirely at the cost of the bidder defend such suit, either jointly with the bidder or single in the case the latter chooses not to defend the case.

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

26. **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.

**Declaration:**

1. We do hereby accept the above terms and conditions of the tender document.

2. We have read and understood the technical specifications of the goods.

3. We also declare that we are liable to bear any cost regarding supply of inferior quality goods and its impact, if any.

Signature of Tenderer: ...........................................................

Full name of Tenderer: ..........................................................

Name of organization: ..........................................................

Address: ............................................................................

Phone: ........................................... E-mail:..............................
FINANCIAL PROPOSAL

ITB TITLE: YEARLY CONTRACT FOR SUPPLY OF PRINTING MATERIALS (Group-4)

ITB NUMBER: icddr,b/SCM/OTM/2022/04, Dated: February 17, 2022

CLOSING: 2:45 pm on March 03, 2022 in presence of icddr,b tender evaluation committee members only (Late Tender will Not be Accepted)

LODGEメント OF TENDERS TO:

By Hand in Tender Box:
Director, Supply Chain Management
icddr,b
1st Floor Chiller Building
68 Shaheed Tajuddin Ahmed Sarani,
Mohakali, Dhaka 1212
### TENDER SCHEDULE FOR SUPPLY OF PRINTING MATERIALS (Group-4)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Items</th>
<th>Quantity</th>
<th>Unit Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Envelope, ICDDR, B, Size: 9-1/2&quot;x4-1/4&quot;, 50/Pkt with wrapping and super glossy &amp; 80 GSM Paper and or as per icddr,b Stock Standard.</td>
<td>450 PKT</td>
<td>In Figure</td>
</tr>
<tr>
<td>2</td>
<td>Forms, TMB Despatcher’s Log with icddr,b logo bi-color, A4 size 80 GSM super glossy offset paper, 100 sheets per Pad and or as per icddr,b Stock Standard.</td>
<td>120 PAD</td>
<td>In Words</td>
</tr>
<tr>
<td>3</td>
<td>Forms, Prescription Pad, Size: 5” X 5.5” (Small), 80 GSM super glossy offset paper, 100 sheets per Pad and or as per icddr,b Stock Standard.</td>
<td>350 PAD</td>
<td>Total Amount in Taka</td>
</tr>
<tr>
<td>4</td>
<td>Pad Letterhead pad, Large, A4 size, 80 GSM super glossy offset paper, 100 sheets per Pad, (Bashundhara Brand) as per icddr,b Stock Standard, Paper must be supplied by respective vendor.</td>
<td>600 PAD</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Envelope white, Logo printed 12.5&quot; X 9.5&quot;, 25/PKT, 120 GSM, super white offset glossy paper, as per icddr,b Stock Standard.</td>
<td>750 PKT</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Envelope white, Logo printed 8” X 10&quot;, 25/PKT, 120 GSM, super white offset glossy paper, as per icddr,b Stock Standard.</td>
<td>180 PKT</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Reporting Pad, A4 size, 80 GSM super glossy offset paper, 100 sheets per Pad, (Bashundhara Brand) as per icddr,b Stock Standard, Paper must be supplied by respective vendor.</td>
<td>150 PAD</td>
<td></td>
</tr>
<tr>
<td>Sl. No.</td>
<td>Name of Items</td>
<td>Quantity</td>
<td>Unit Price</td>
</tr>
<tr>
<td>--------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------</td>
<td>------------</td>
</tr>
<tr>
<td>8.</td>
<td>IM-02583 Film Delivery Envelope, Size: 10.5&quot; X 14.5&quot;, 100 pcs/PKT, 120 GSM, super white offset glossy paper and or as per icddr,b Stock Standard.</td>
<td></td>
<td>7000 EACH</td>
</tr>
<tr>
<td>9.</td>
<td>IM-02584 Film Delivery Envelope, Size: 14.5&quot; X 17.5&quot;, 100 pcs/PKT, 120 GSM, super white offset glossy paper, as per icddr,b Stock Standard.</td>
<td></td>
<td>3000 EACH</td>
</tr>
<tr>
<td>10.</td>
<td>IM-00269 Form, Transport Trip ticket, with icddr,b logo, bi-color, 80 GSM super glossy offset paper, (Bashundhara brand), Paper must be supplied by vendor, 100 sheets per Pad, as per icddr,b Stock Standard</td>
<td></td>
<td>400 PAD</td>
</tr>
<tr>
<td>11.</td>
<td>IM-01412 Laboratory Report Form, with icddr,b logo, (both side printed) 80 GSM super glossy offset paper, (Bashundhara brand), Paper must be supplied by vendor, 500 sheets per PKT, as per icddr,b Stock Standard</td>
<td></td>
<td>1100 PKT</td>
</tr>
<tr>
<td>12.</td>
<td>IM-01413 Envelope, Laboratory Report, 50 pcs/PKT with wrapping, Both side printed, super glossy &amp; 80 GSM Paper and or as per icddr,b Stock Standard.</td>
<td></td>
<td>4000 PKT</td>
</tr>
<tr>
<td>13.</td>
<td>IM-02570 Money Receipt Form, with icddr,b logo, 80 GSM super glossy offset paper, (Bashundhara brand), Paper must be supplied by vendor, 500 sheets per PKT, as per icddr,b Stock Standard</td>
<td></td>
<td>600 PKT</td>
</tr>
<tr>
<td>14.</td>
<td>Digital printing of PVC Banner: Size: 6 ft X 8 ft. or different sizes Print: Eco-solvent print Paper: Media PVC Quantity: 100 copies / 4800 sq. ft. (Approx) for two years</td>
<td></td>
<td>100 copies / 4800 sq. ft. (Approx)</td>
</tr>
<tr>
<td>Sl. No.</td>
<td>Name of Items</td>
<td>Quantity</td>
<td>Unit Price</td>
</tr>
<tr>
<td>--------</td>
<td>--------------------------------------------------------------------------------</td>
<td>----------</td>
<td>------------</td>
</tr>
<tr>
<td>15</td>
<td>Sticker Poster/Signage: Size: 2ft X 3ft. or different sizes Paper: Sticker paper Print: Inject print Lamination: Matt lamination Quantity: 200 copies / 1200 square feet (Approx) for two years</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Photo Frame: Size: 2ft X 1.5 ft or different sizes Frame type: Wood &amp; Glass (As per sample) Quantity: 100 copies (Approx) for two years</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Photo Print: Size: 3R, 4R and Large size (As per sample) Quantity: 500 copies (Approx) for two years</td>
<td>500</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>NS Printing of Patient Card for Dhaka Hospital, Paper: 300gsm Art Card Size 3&quot;X2.25&quot;, as per sample</td>
<td>1,00,000</td>
<td>each</td>
</tr>
<tr>
<td>19</td>
<td>NS Printing of Patient Card for Matlab, Paper: 300gsm Art Card Size 3&quot;X2.25&quot;, as per sample</td>
<td>30,000</td>
<td>each</td>
</tr>
<tr>
<td>20</td>
<td>NS Printing of Laboratory Report Form, 500pc/Pkt (including Print and Paper) both side printing, Paper: 80gsm Offer paper, Multicolor, As per provided specification &amp; design (TB Lab &amp; MHRC)</td>
<td>50,000</td>
<td>Pcs</td>
</tr>
<tr>
<td>Sl. No.</td>
<td>Name of Items</td>
<td>Quantity</td>
<td>Unit Price</td>
</tr>
<tr>
<td>--------</td>
<td>-------------------------------------------------------------------------------</td>
<td>----------</td>
<td>---------------------------------------------------------------------------</td>
</tr>
<tr>
<td>21</td>
<td>Printing of Pad Letterhead Pad, (including Paper &amp; Print) A4 size, 80 GSM super glossy offset paper, 100 sheets per Pad, (for Environmental Microbiology) as per icddr,b)</td>
<td>100 PAD</td>
<td></td>
</tr>
</tbody>
</table>

Total Amount

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

Signature of Tenderer: ........................................................................................................ Seal Stamp: ........................................................................................................
Full Name of Tenderer: ........................................................................................................
Name of the Firm: ..................................................................................................................
Address: ..................................................................................................................................
Phone: ......................................................................................................................................
E-mail: ......................................................................................................................................