



INDEPENDENT UNIVERSITY, BANGLADESH (IUB)

Operations & Maintenance Department

INVITATION FOR TENDER

Work: Supply & Installation of Classroom Furniture and Fixture at Dr. A. Majeed Khan Building, IUB

- 1 Sealed Bids are hereby invited from the bona-fide Contractors / Firms for **Supply & Installation of Classroom Furniture and Fixture** at Dr. A. Majeed Khan Building of IUB Campus, Bashundhara, Dhaka. The bidders shall be required to submit a complete offer in two separate envelopes, one for the Technical Offer while the second envelope shall contain the sealed Financial Offer with earnest money.
- 2 The bidders shall apply in their Official Letter heads to Director, O&M, IUB, along with the following documents:
 - i) Updated Trade License, Income Tax Clearance Certificate, VAT Registration Certificates & Ownership evidence of the Company / Firm.
 - ii) Experience certificate of similar type of work (should be minimum 05 years with minimum Tk. 8,000,000/- (eighty lac) in single tender)
 - iii) Certificate of Average annual Turnover should be at least Tk.2.00 crore.
 - iv) Certificate of similar Experience.
- 3 The bidders shall furnish an earnest money, equivalent to 2.5% of the bid amount, in favour of **Independent University, Bangladesh**, in the form of Bank Draft / Pay Order from a scheduled Bank of Bangladesh, as part of the Bid Documents.
- 4 Interested bidders are requested to collect the Tender Schedule from the Office of the Director, O&M, IUB, between 10:30 AM to 3:00 PM up to 27th January 2021 on payment of a non-refundable amount of Tk. 1,000/- (Taka one thousand) only in cash.
- 5 *A Pre-bid Meeting with the intended bidders will be held on 11:30 AM, 28th January 2021 at the Office of the Director, O&M.*
- 6 The Tenders will be received at the Office of the Director, O&M, IUB up to 01:30 PM of 7th February 2021 and the Technical Offers shall be opened at 02:00 PM on the same day & at the same place, in presence of the bidders who wish to attend the Tender Opening.
- 7 The Financial Offers of the technically responsive bidders will be opened separately with due notification to the respective bidders.
- 8 All bidders should mention their contact number & email address clearly in the forwarding letter of the Tender.
- 9 IUB Authority reserves the right to accept only the technically responsive tenders without any consideration of the lowest bid and shall have the right to reject any or all tender without assigning any reasons whatsoever.

Director, Operations & Maintenance Dept.
Independent University, Bangladesh
Plot-16, Block-B, Bashundhara, Dhaka