

**BIMAN BANGLADESH AIRLINES LTD.**  
**PROCUREMENT & LOGISTIC SUPPORT DIRECTORATE**  
**BIMAN ADMIN BLDG, HAZRAT SHAHJALAL INT'L AIRPORT, DHAKA,**  
**PH: 8901500/4221**

**TENDER NO: DACPF/INT'L TENDER/003/2020-2021**

**DATE: 02-FEB-2021**

**SUB: SCHEDULE FOR PROCUREMENT OF DISP. TOOTH PASTE & TOOTH BRUSH QTY:27,000 EA**

**DATE/TIME CLOSING: 03 -MAR-2021 AT 1100HRS(LT)      PRICE: BDT 2500.00 OR EQUIVALENT**  
**DATE/TIME OPENING 03 -MAR-2021 AT 1400HRS(LT)      USD PER SET (NON REFUNDABLE)**

**CR.NO-----DATE-----**

**SIGNATURE-----P/NO-----**

**M/S-----**  
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Sealed Tender is hereby invited from the Manufacturer or their Local Agent for following item:

<u>SL</u>	<u>DESCRIPTION</u>	<u>QTY:</u>
01.	<b>DISP. TOOTH PASTE &amp; TOOTH BRUSH</b> SPECIFICATION (i) TOOTH PASTE & BRUSH: PASTE 10GM. (ii) BRAND: COLGATE OR ANY RENOENED BRAND, (iii) BRUSH 18.5 CM(LENGHT) WITH BIMAN LOGO (iv)PLASTING WRAPPING WITH BIMAN LOGO & INSIGNIA. N.B: Proper paper carton which contains 100 PCS Delivery: (i)Qty: 7,000 EA Jun'2021 (ii) Qty: 7,000 EA Oct'2021 (iii) Qty: 7,000 EA Feb'2022 (iv) Qty: 7,000 EA Jun'2022 Note: Delivery Schedule may be changed as per Biman's requirement.	<b>27,000 EA</b>

Sealed Tender is invited from the Manufacturer or their Local Agent for the above item.

**FOLLOWING ARE THE TERMS AND CONDITIONS:**

**01. Tender should be submitted in one sealed envelope.**

**02.OFFER OF ENVELOPE SHALL CONTAIN THE FOLLOWING(WHERE APPLICABLE)**

- (i) Attested photocopy of valid Agency Certificate.
- (ii) Photocopy of valid trade license of current year duly attested.
- (iii) Photocopy of Certificate of current income tax return which has been submitted quoting GIR or TIN NO duly attested.
- (iv) Photocopy of valid Indenting Registration Certificate from CCI & E duly attested.

- (v) Photocopy of VAT Registration Certificate (only applicable for local Agent/Suppliers) duly attested.
  - (vi) Photocopy of Proprietorship/ Partnership deed / Memorandum of Association / Certificate of Incorporation duly attested..
  - (vii) Original Tender Schedule must be submitted with signature and seal of tenderer in every pages along with original copy of money receipt (CR).
  - (viii) Delivery schedule 45 days effective from the date of issuance of purchase order must be mentioned in the offer.
  - (ix) Certificate must be submitted from local chamber of commerce or Government agency of concerned country as a proof of Manufacturer.
  - (x) Payment terms ,FOB point ,Delivery must be mentioned in the offer . Payment will be made through irrevocable Letter of credit or 30 days credit basis.
  - (xi) Price or rate of each items must be quoted with total price both in word & figure in the Original Pro-forma invoice.
  - (xii) Price is to be quoted on FOB Singapore (SIN), Kualalumpur (KUL), London (LHR), Dubai (DXB),Delhi(DEL),Bangkok(BKK) Airport basis. Price will be calculated on the basis of FOB point.
  - (xiii) The amount of earnest money fixed at USD. 100(USD. ONE HUNDRED) only or equivalent BDT (Refundable) in the form of PO/DD/BG in favor of Biman Bangladesh Airlines Ltd must be submitted along with the offer from a scheduled Bank of Bangladesh. In case of Foreign Bank Guarantee, if it is a direct offer, Bank Guarantee (BG) must be submitted by the tenderer in foreign currency to be endorsed by any scheduled Bank of Bangladesh with full financial risk and liability. The validity of earnest money must be 128 days from the date of opening of the Tender.
  - (xiv) Bidder must mention the country of origin of the item. If it is produced by the same company in different countries , the names of all the countries must be mentioned along with price difference, if any, between the countries of production.
  - (xv) Local agent's commission must be indicated separately.
03. Overwriting/Erasing may render the Tender to be rejected unless properly countersigned by the authorized person of the bidder.
04. 02 (two) EA of samples must be submitted along with the offer and must be ensured that the sample should reach before opening of the Tender . This is applicable to all Tenderers even in the case of Manufacturer. Working sample must also be submitted before placing purchase order for final approval. If the successful bidder fails to submit working sample within the stipulated time then his Earnest money will be forfeited.
05. Tender in sealed cover will be received in the office of the Asstt. Manager (Procurement), Procurement & Logistic Support Directorate, Admin Building, Biman, HSIA, Dhaka and Biman Head Office,Balaka Bhaban, Security Counter,Ground Floor, Kurmitola, Dhaka latest by 1100 Hrs (BST) on 03-MAR-2021. Offer will be opened on the same day in the Conference Room, Biman Admin Building, 1<sup>st</sup> floor, Procurement & Logistic Support Directorate, Biman, Hazrat Shahjalal International Airport. Dhaka in presence of the representative (s),Tenderers if any, at 1400 Hrs (BST).
06. Any Tender received after aforesaid specified date and time will not be entertained . Biman will not bear any responsibility for late receipt of Tender or samples due to any postal irregularities or otherwise.

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07. Offer should remain valid for 120 days from the date of opening of the Tender.
08. All submitted documents must be numerically arranged showing total number of sheets and each sheet must be signed .
09. Performance guarantee @ 10% on total FOB value (Refundable ) in the form of Bank guarantee to be submitted by the Manufacturer /Principal / Local Agent within 15 days from the date of receipt of the notice of award of the contract / purchase order , in favour of Biman Bangladesh Airlines Ltd from a scheduled Bank of Bangladesh for a period of 24 months from the date of issuance of the guarantee . In case of foreign Bank guarantee the same must be endorsed by any scheduled Bank of Bangladesh with full financial risk and liability. Earnest money may be refundable upon receipt of performance guarantee. The purchaser reserves the right to encash/forfeits the performance guarantee in the event of failure of the supplier to deliver the item or for shipment of improper specification. If the successful bidder fails to submit performance guarantee within the stipulated time, his Earnest Money will be forfeited.
10. Working sample must be submitted within 15 (fifteen) days after confirmation from Biman.
11. Only unconditional offer will be accepted.
12. TENDER SHALL BE REJECTED IF ANY OF THE ABOVE TERMS AND CONDITIONS ARE NOT FULFILLED.
13. The Undersigned may be contracted for any clarification during office hours on all Working days (Except Friday and Saturday and Government Holidays)
14. In case the offer is submitted directly to Biman by Foreign Manufacturer /Principal, documents mentioned at serial 02 (i ), (ii), (iii), (iv), (v) and (xv) will not be required. In case of direct offer to Biman the offer should be mailed at the following address followed by TLX/ FAX stating that offer has been mailed giving relevant details :-  
Manager(Com. Purchase) Procurement & Logistic Support Directorate, Biman Bangladesh Airlines Ltd , HAZRAT SHAHJALAL INT'L AIRPORT, DHAKA, BANGLADESH. PH: 8901500/4221, E-mail:[cp@bdbiman.com](mailto:cp@bdbiman.com)/[mgrcp@bdbiman.com](mailto:mgrcp@bdbiman.com)
15. Biman Bangladesh Airlines reserves the right either to increase or decrease the quantities mentioned in the Tender schedule and to accept or reject any or all the offers without assigning any reason whatsoever.

(Swapan Kumar Dey)  
Manager (Commercial Purchase)

**I/WE .....M/S**

..... Importer /Owner representative hereby declare that I/We have accepted all Terms and conditions of Tender papers and submitted quotation accordingly.