



General Services & Logistics Division  
76 Motijheel C/A, Dhaka – 1000

### Tender Schedule for civil & electrical works

In order to complete interior decoration works of **Head Office building (Level-8, 9) 76 Motijheel C/A, Dhaka**, tenders in sealed cover are hereby invited from reputed and bonafide interior decoration firms as per following terms and conditions:

| Sl. No. | Terms and Conditions  |
|---------|---|
| 01      | Schedule of the works will be available at General Services & Logistics Division, Head Office, (2 <sup>nd</sup> Floor), 76 Motijheel C/A, Dhaka -1000 during office hour upon payment of Tk. 1,500.00 (Taka One Thousand Five Hundred) only (non- refundable) in the form of payment order favoring “Citizens Bank PLC.” from <b>August 21, 2022 to August 24, 2022</b>   |
| 02      | Tender document is to be submitted separately for each category under sealed cover as per schedule.   |
| 03      | Tender Method: Single Stage Tendering Method (One -envelope system, i.e. the financial and technical components of a bid are combined in one single document.   |
| 04      | 5% of total quoted amount (refundable) in the form of Payment Order/bank guarantee (from any bank) to be submitted favoring “Citizens Bank PLC.” and must be enclosed with the Tender as earnest money of each specific work assignment . (Fraudulent practice regarding this matter will result into legal action from bank’s end).  |
| 05      | <p><u>Eligibility of bidder(s):</u></p> <ul style="list-style-type: none"> <li>• The bidder must have 03 (Three) years similar work experience in the Banking sector/Multinational Organization/Corporate Sector.</li> <li>• The bidder must have experience of min 03 (Three) nos. similar work in the last year.</li> <li>• Total completed similar work volume should not be less than Tk. 75 (Seventy-Five) Lac in the last year.</li> <li>• The bidder must have B.Sc. Architect (IAB Member &amp; min 03 yrs experience in similar work).</li> <li>• The bidder must have Site Engineer (Diploma in Civil Engg. &amp; min 03 yrs experience in similar work) with relevant exposer and experience.</li> <li>• Electrical work must be carried out by an ABC Licensed Electrical Contractor.</li> <li>• The bidder must have skilled work force/set-up as regard to different interior decoration works for smooth functioning.</li> </ul> |
| 06      | The quoted price of each item should be justified and there should not be a significant variation compared to prevailing market price.  |
| 07      | The Bank reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever and not bound to accept the lowest bidder.  |

\*Terms & Conditions Apply

**General Services & Logistics Division**