# Invitation for Tender

<table>
<thead>
<tr>
<th>1. Ministry/Division</th>
<th>Ministry of Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Agency</td>
<td>National University, Gazipur</td>
</tr>
<tr>
<td>3. Procuring Entity Name</td>
<td>Director (in-charge), Engineering &amp; Transport Department, National University</td>
</tr>
<tr>
<td>4. Procuring Entity Code</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>5. Procuring Entity District</td>
<td>Gazipur</td>
</tr>
<tr>
<td>6. Invitation for</td>
<td>Printing and Supply of Diary &amp; Calender -2016 for National University, Gazipur</td>
</tr>
<tr>
<td>7. Invitation Ref No</td>
<td>ENGG17-000021/2015(1)/I/B/28</td>
</tr>
<tr>
<td>8. Date</td>
<td>12/10/2015</td>
</tr>
</tbody>
</table>

## KEY INFORMATION

| Procurement Method | Open Tendering Method |

## FUNDING INFORMATION

<table>
<thead>
<tr>
<th>Budget and Source of Funds</th>
<th>Own source of National University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development Partners (if applicable)</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

## PARTICULAR INFORMATION

<table>
<thead>
<tr>
<th>12. Project / Programme Code (if applicable)</th>
<th>Not Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>13. Project / Programme Name (if applicable)</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>14. Tender Package No.</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>15. Tender Package Name</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>16. Tender Publication Date</td>
<td>14/10/2016</td>
</tr>
<tr>
<td>17. Tender Last Selling Date</td>
<td>28/10/2015</td>
</tr>
<tr>
<td>18. Tender Closing Date and Time</td>
<td>29/10/2015, 11.30 AM</td>
</tr>
<tr>
<td>19. Tender Opening Date and Time</td>
<td>29/10/2015, 2.30 PM</td>
</tr>
<tr>
<td>20. Name &amp; Address of the office(s)</td>
<td>Director, Finance &amp; Accounts</td>
</tr>
<tr>
<td>Address</td>
<td>1) Office of the Registrar, National University, Gazipur</td>
</tr>
<tr>
<td></td>
<td>2) City Office (House-58, Road-B/A, Dhanmondi, Dhaka), National University</td>
</tr>
<tr>
<td>21. Place / Date / Time of Pre-Tender Meeting (Optional)</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

## INFORMATION FOR TENDERER

<table>
<thead>
<tr>
<th>Eligibility of Tenderer</th>
<th>The tenderer must have minimum 05 (Five) years of experience in the related works</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The tenderer shall have at least 05 (Five) successful completion record of similar type of supplies.</td>
</tr>
<tr>
<td>23. Brief Description of Goods or Works</td>
<td>Printing and Supply of Diary &amp; Calender -2016 for National University, Gazipur</td>
</tr>
<tr>
<td>24. Brief Description of Related Services</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>25. Price of Tender Document (Non Refundable) Tk.</td>
<td>Tk. 1,000/- (One Thousand) only as DD or Pay-order of any branch of Sonali Bank Ltd.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lot No.</th>
<th>Identification of Lot</th>
<th>Location</th>
<th>Tender Security Amount (Tk)</th>
<th>Completion Time in days</th>
</tr>
</thead>
<tbody>
<tr>
<td>26.</td>
<td>Printing and Supply of Diary &amp; Calender - 2016 for National University, Gazipur</td>
<td>National University, Gazipur</td>
<td>Tk. 20,000/- (in favour of Registrar, National University)</td>
<td>30 (Thirty days)</td>
</tr>
</tbody>
</table>

**Name of Official Inviting Tender**

Md. Abu Hanif

**Designation of Official Inviting Tender**

Director (in-charge), Engineering & Transport Department

**Address of Official Inviting Tender**

National University, Gazipur

**Contact details of Official Inviting Tender**

Tel. 9291034

The procuring entity reserves the right to accept or reject all tenders.

(Md. Abu Hanif)

Director (In-charge)

Engineering & Transport Department

National University, Gazipur