

Date- December 28, 2025

Tender Reference# CBBL/GSD/Rfq/2025/0122

**Tender Title- RFQ (Request for Quotation) of financial offer for Electrical Wiring Check, Testing, Load Rearrangement with Cable Marking and Single Line Diagram (SLD) Design of Community Bank Bangladesh PLC. Head Office.**

Dear Sir,

You are requested to submit (**HARD COPY**) your offer in a closed envelope as per below specification **within 12.00 P.M. on January 01, 2026** addressing "**Chairman, Purchase Committee, Community Bank Bangladesh PLC.(Tender Reference# CBBL/GSD/Rfq/2025/0122)**

- ✓ Only relevant eligible vendors are requested to submit the quotation.
- ✓ No advance will be allowed in this regard.

**General terms & conditions:**

- a) Bidder must submit ABC License (Electrical License Board) of assessor.
- b) Assessor must be a member of Engineers Institution of Bangladesh (IEB).
- c) Bidder must submit assessors IEB membership card copy.
- d) Bidder must issue Certificate regarding safety and consistency of existing electrical setup of the location as required.
- e) Bidder must submit the SLD Design as per common international standards size (A1).

**Other terms, conditions and mode of payment will be as under:**

- a) The bidder shall have to submit the price in letter head pad Excluding VAT & Tax.
- b) Financial offer should be valid for 06 months.
- c) Price quotation includes carrying cost, labor charge and other charge thereof.
- d) Date of delivery or completion of work will be counted from the date of Work Order received/ acknowledged either by signing the photocopy of Work Order or by e-mail confirmation whichever is earlier.
- e) In the event of supply of the mentioned items/services, if the said items/services do not match with as per requirement/approved quotation then, the Bank reserves full right of outright rejection of the items/services.
- f) The product/services must be supplied as per specification mentioned in quotation. If any change, Supplier will have to consult with the General Services Division, Head Office of the Bank.
- g) In case of deviation from the quality and specification and/or delay in supply of goods/service, bank preserves full right to reject the materials and cancel the work order without showing any reason.
- h) In case of any deficiency in the delivered product/services, supplier will have to make necessary rectification the same immediately at Supplier own cost on receipt of complain.
- i) No additional bill/work will be entertained without prior permission of the General Services Division.
- j) Delivery Challan/Work completion certificate duly received by branch/Head Office is to be submitted along with the bill.
- k) The bidder must be regular tax payer.
- l) The bank will carry out a detailed evaluation of the quotation according to the information supplied by the bidder through its proposal.
- m) Considering the Experience, quality and other factors, CBBL. is not liable to select the lowest bidder.
- n) Must Submit Trade License, TIN, 13 Digit BIN Copy



- o) The bank reserves the right to accept or reject any or all quotation at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Bank's action.
- p) For any type of sub-standard quality product/service from selected bidder end, the Bank reserve the right for outright rejection of the goods/services, which you will take back at bidder own cost and will replace with acceptable quality within (10) ten days of the rejection

**Payment:**

- Bill should be submitted along with Work Order (Duplicate Copy) and Delivery Challan and performance certificate signed by the Branch Authority.
- Price includes delivery, installation including all installation materials and commissioning charges.
- All Price should be Excluding all VAT and TAX.
- Payment will be made after submission the bill only through account with Community Bank Bangladesh PLC. Thus, before final payment you have to open account with our Bank.

***Only relevant Vendors whose scope of works does not match with the said job need not to submit their offer.***

**Regards**

For   
28.12.25

Md. Zahid Ibne Anwar  
Head of GSD (Current Charge)  
Community Bank Bangladesh PLC.



## BoQ for Electrical Wiring Check, Testing, Load Rearrangement with Cable Marking and Single Line Diagram (SLD) Design

### Work Location:

Head Office

Community Bank Bangladesh PLC.

Police Plaza Concord, Level 10, Tower 2, Plot 2, Road 144, Gulshan 1, Dhaka 1212, Bangladesh.

Sl.	Scope of Work	Floor (Area of Work)	Total Amount (Excluding VAT and TAX)	
1	<ul style="list-style-type: none"><li>• MDB/ DB Inspection.</li><li>• Load rearrangement.</li><li>• Cable marking.</li><li>• Electrical wiring checks.</li><li>• Breaker heating issue check.</li><li>• Cable heating issue check.</li><li>• Meter reading check.</li><li>• Meter testing.</li><li>• DB &amp; SDB marking.</li><li>• Breaker ampere checks as per load.</li><li>• Cable check as per load.</li><li>• DESCO and Generator line synchronization check.</li></ul>	Head office 3 floor (L-10, 11, 12) and Corporate Branch (L-5), with substation generator, electrical main and sub main line at basement (35 nos. Electrical Energy Meter & 40-45 nos. Distribution Board)		
2	<p>➤ <b>Single Line Diagram (SLD)</b></p> <ul style="list-style-type: none"><li>• SLD Design.</li><li>• Numbering circuit breaker.</li><li>• Provide SLD Hardcopy.</li><li>• Design as per load.</li><li>• System earthing design.</li></ul>			
3	Troubleshooting job as per necessary			
Total Amount (Excluding VAT and TAX)				

