

Date: July 07, 2026

Tender Title: "RFQ (Request for Quotation) for Renovation work of ATM Booth at Naogaon Police line.
Tender Ref: "CBBL/GSD/RFQ/2026/0051"

Dear All,
Greetings from Community Bank Bangladesh PLC!!
Community Bank Bangladesh PLC is the 59th Schedule Bank of Bangladesh. For Renovation work of ATM Booth at Naogaon Police line. BOQ, lay-out (proposed) are attached herewith as your ready reference.

- ✓ **Only relevant enlisted vendors shall be eligible for submission of their financial offer.**
- ✓ **No advance will be allowed in this regard.**
- ✓ **10% of the actual payable bill shall be retained at Head Office for 01 (one) year after completion of the works (if work order value is above BDT 50,000.00).**
- ✓ **All price/ rate should be inclusive of Carrying Charge, Installation Cost and related Materials, VAT and Tax which will be deducted from source during payment of final bill after satisfactory completion of the works.**

You are requested to submit (HARD COPY) your financial offer in a closed envelope as per specification within 2.00 P.M. on July 12, 2026. At Bank's discretion, any bidder can be declared as non-responsive if **any inconsistency is found or vendor's do not have sufficient strength to carry out the works.**

TENDER SUMMARY

1	Tender Reference No	CBBL/GSD/RFQ/2026/0051
2	Date Of Tender Document	07.07.2026
3	Last Date for Submission Of Tender	12.07.2026 at 2.00 P.M.
4	Date Of Opening of Financial Bid	Will be opened through Tender Opening Committee
5	Cost Of Tender Document	Free of Cost

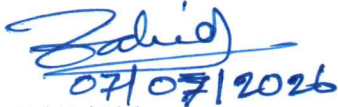
A. General Terms and Conditions:

- 1) **Financial Offer/Price/Quotation:** The quoted price should include applicable VAT & TAX. The rate shall be as per Government circular. The bidder shall have to submit the price in their Company Pad and Envelope.
- 2) **Work Location/Delivery Place:** Naogaon Police line ATM Booth.
- 3) **Time Of Completion** : As per Bank Notification, Maximum 15 [Fifteen] Working days from the date of issuing written work order.
- 4) **Period of Maintenance:** 12 [Twelve] months from the date of issue of final certificate of completion by the authority.
- 5) **Payment Terms:** Payment will be made after each completion the job at actual quantity upon submission of the bill with work order & noc from the deployed location which is duly signed by authorized personnel (Name & Seal, if available). Payment will be made through the Bank Account only.
- 6) **Qualification of Contractor:** The Tenderer must have experience in completion of work(s) of this nature interior decoration works in Banking Industry of 02 (two) schedule Banks which must be executed by the contractor. All experiences must be backed by with proper documentation (i.e. work order, completion certificate) from respective banks. Need to submit with price quotation.
- 7) **Purchaser's Right:** The Purchaser reserves the right to accept/ cancel/ reject any or all offer without assigning any reason. Considering the Experience, quality and other factors the purchaser is not obliged to purchase the lowest offer at all. The purchaser reserves the right to share the Bidder's response to this RFQ with its advisors and purchaser Business Units. Purchaser reserves the right to conduct negotiations with one or more Bidder and / or accept the Bid without any negotiations.
- 8) **Site Clean-up:** The site must be kept clean and hazard-free during and after the work. Any debris or leftover materials must be cleared within 24 hours after job completion.

General Services Division
Head Office, Dhaka

- 9) **Required Content of the Quotation:** Quotation must be submitted as per prescribed form as instructed below:
- Proposal must be addressed for "Chairman Purchase Committee" of Community Bank Bangladesh PLC.
 - Complete Proposal / Offer must be signed with date by the authorized representative of the company.
 - Must mention the subject line "RFQ (Request for Quotation) for for Renovation work of ATM Booth at Naogaon Police line. RFQ: "CBBL/GSD/RFQ/2026/0051" in top of the Envelope.
- 10) **Quotation Validity:** Offer validity period shall be at least for 03 (three) months from the Quotation submission/ closing date. Details discussion/terms & condition will be available in Work Order (WO).
- 11) **Disqualification:** Manipulation or any kind of unusual approach or failure to submit the proposal/ offer within stipulated time frame will be treated as "Disqualification" to attend in the bidding.
- 12) **Sample/Presentation of Company Profile:** Bank may ask mock test/ presentation of bidder's present and previous works before selection of any vendors which is FOC (Free of Cost).
- 13) In the event of supply of any items, which do not match with the required specification, quantity or sample's quality or is of substandard quality, the Bank reserves the right for outright rejection of the works/product, and the supplier will have to do the works/supply the product again with their own cost with acceptable quality within 30 (thirty) days from the date of rejection.

Regards



07/07/2026

Md. Zahid Ibne Anwar
Head of General Services Division
Community Bank Bangladesh PLC.



Proposed BOQ for Renovation work of ATM Booth at Naogaon Police line.

Sl.	Description of works	Amount in BDT (including VAT & Tax)
1	Civil Construction & Interior Works	
2	Electrical works	
3	Paint works	
Grand Total		

In Word:

Name of the Bidder :

Contact Person :

Contact Number :

Seal & Sign:



Proposed BOQ for Renovation work of ATM Booth at Naogaon Police line.

Item	Description	Unit	Quantity	Rate (including VAT & Tax)	Total (Quoted Price)
A.Civil Construction & Interior Works					
01	Site Preparation, Dismantling & Cleaning Works: Supply of all necessary labor, tools, equipment, machinery, transportation, and incidental materials for site preparation, dismantling, removal, cleaning, and disposal of existing ceiling, wall paneling, floor tiles, cement concrete, plaster, all types of boards, glass partitions, furniture, electrical fixtures and fittings, and other existing structures/items as required. Carefully dismantle all reusable materials without causing any damage, transport them to the designated location, and reinstall or reuse them as directed by the Bank Authority. Remove all unserviceable materials, debris, and waste from the site to an approved dumping location, thoroughly clean the work area, and complete all associated and incidental works necessary for the proper execution and completion of the project, in all respects, as directed and approved by the Bank Authority.	job	1		
02	Cement Concrete Work: Providing and laying cement concrete of specified grade and thickness, including all labor, materials, mixing, placing, compacting, finishing, curing, and all necessary tools, equipment, and incidental works, complete in all respects as directed by the Bank Authority.	cft	150		
03	Plaster Work: Providing and applying cement-sand plaster of specified thickness, including surface preparation, mixing, application, finishing, curing, and all necessary labor, materials, tools, equipment, and incidental works, complete in all respects as directed by the Bank Authority.	sft	200		
04	PVC BOARD CEILING: Supply, fitting & fixing of 600mm X600mm X 15 mm PVC board (China) false ceiling over powder coated T-bar of section 25mmx38mm and L-angle of section 25mmx25mm at edges, at 600mmx600mm grid suspended ceiling by rowel plug iron angles 12 SWG G.I. wire, screws, hooks, nails etc. maintaining straight lines and desired finished level at bottom face with vertical or beams by electric drill machine damage if any during the materials, accessories, scaffolding, labor for Installation etc. all complete as per Bank standard and full satisfaction of the Bank authority.	sft	250		

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Item	Description	Unit	Quantity	Rate (including VAT & Tax)	Total (Quoted Price)
05	Plain Partex Board Ceiling Works: Providing and installing plain Partex board false ceiling with approved MS furring channel framework, including suspension system, joint treatment, all necessary accessories, fittings, labor, materials, tools, equipment, and incidental works, complete in all respects as directed by the Bank Authority.	sft	150		
06	Mirror Polish Tiles (China-2'x2'): Supplying, fitting and fixing of homogeneous mirror polish glazed floor tiles of 600 X 600 mm, CHINA Origin on 20 mm thick cement mortar (1:4) base including cutting by electric disk cutter and laying tiles in proper way in/c chipping or dismantling of existing floor if necessary and finishing with care etc., complete in all respect as per design & direction of the Bank authority.	sft	370		
07	10 mm Glass Partition (Re-use): Carefully shifting, modifying (if required), and re-installing the existing 10 mm glass partition, including all necessary U-channels, patch fittings, sealant, alignment, leveling, cleaning, adjustment, labor, tools, equipment, and all incidental works, complete in all respects as directed by the Bank Authority.	job	1		
08	Tempered Glass Door (Re-use): Fitting, fixing, and re-installing the existing tempered glass door, including supply and installation of a new door closer, all necessary patch fittings, door handle, lock, hinges, aluminum box (if required), sealant, alignment, adjustment, cleaning, labor, tools, equipment, and all incidental works, complete in all respects as directed by the Bank Authority.	job	1		
09	Existing Aluminium Sliding Door Repair: Repairing and servicing the existing aluminum sliding door, including adjustment, alignment, replacement of damaged rollers, locks, handles, guides, screws, rubber gasket, sealant (if required), lubrication, cleaning, and all necessary fittings, labor, tools, equipment, and incidental works, complete in all respects as directed by the Bank Authority.	job	1		
10	Rolling Shutter Repair: Repairing and servicing the existing rolling shutter, including adjustment, alignment, replacement of damaged slats (if required), guide channels, springs, bearings, shaft, locks, handles, lubrication, welding (if required), painting touch-up, labor, tools, equipment, and all incidental works, complete in all respects as directed by the Bank Authority.	job	1		

Proposed BOQ for Renovation work of ATM Booth at Naogaon Police line.

Item	Description	Unit	Quantity	Rate (including VAT & Tax)	Total (Quoted Price)
11	PVC Board Pasting on Wall: Providing, cutting, and pasting PVC board on the existing wall using approved adhesive, including surface preparation, joint finishing, edge trimming, alignment, cleaning, labor, tools, equipment, and all incidental works, complete in all respects as directed by the Bank Authority.	sft	250		
12	Wall Paneling (Melamine Board): Supply, fitting, and fixing of full-height 12 mm melamine laminated board (Star Particle Board/Amber Board or equivalent) on treated wooden framework with 1" stainless steel batten at 2'-0" c/c, including all fittings, accessories, and incidental works, complete in all respects as directed by the Bank Authority.	sft	200		
13	Pest Control Treatment: Providing comprehensive pest control treatment for the premises using approved chemicals, including spraying, gel baiting, and anti-termite treatment to control termites, rodents, and other common pests, along with all necessary materials, labor, tools, equipment, safety measures, and incidental works, complete in all respects as directed by the Bank Authority.	job	1		
Sub-Total Amount in BDT For Civil Construction & Interior Works =					
B. Electrical works					
01	Electrical Items (Re-use): Carefully dismantling (if required), shifting, fitting, fixing, and re-installing the existing electrical items, including light fixtures, switches, socket outlets, MCBs, distribution board (DB) accessories, conduits, reusable wiring, and other related electrical accessories, including all necessary fittings, connections, testing, commissioning, labor, tools, equipment, and all incidental works, complete in all respects as directed by the Bank Authority.	job	1		
02	12 W LED Panel Light Fitting: Providing, fitting, fixing, testing, and commissioning approved quality 12 W LED panel light, including all necessary mounting accessories, connectors, wiring from the nearest power point, supports, fasteners, labor, tools, equipment, and all incidental works, complete in all respects as directed by the Bank Authority.	NOS	5		
03	PVC PIPE/PVC				
i)	PVC pipe ¾" dia	Rft.	100		
ii)	PVC pipe ¾" dia Flexible pipe	Rft.	100		

Proposed BOQ for Renovation work of ATM Booth at Naogaon Police line.

Item	Description	Unit	Quantity	Rate (including VAT & Tax)	Total (Quoted Price)
04	Cables Works				
i)	1x 1.5 rm BYA Light wiring(BRB)	Rft.	300		
ii)	1x 2.5 rm BYA power wiring(BRB)	Rft.	600		
iii)	(2.5) RE BYA(Green) wire(BRB)	Rft.	300		
05	ELECTRICAL SOCKET OUTLETS				
i)	5A,3 Gang (1way) Switch	Pcs.	2		
ii)	13A, 3 Pin Scket Multi Scket	Pcs.	4		
	Sub-Total Amount in Tk. For electrical works =				
C.Paint works					
01	Acrylic Emulsion Paint Works: Providing and applying approved quality acrylic emulsion paint to walls and ceilings, including surface preparation, scraping, crack filling, putty (if required), sanding, primer, and a minimum of two coats of acrylic emulsion paint of approved color and shade, with all necessary materials, labor, tools, equipment, and incidental works, complete in all respects as directed by the Bank Authority.	sft	400		
02	Weather Coat Paint Works: Providing and applying approved quality exterior weather coat paint on external wall surfaces, including surface preparation, scraping, crack filling, putty (if required), sanding, primer, and a minimum of two coats of weather coat paint of approved color and shade, with all necessary materials, labor, tools, equipment, and incidental works, complete in all respects as directed by the Bank Authority.	sft	800		
	Sub-Total Tk. for Paint works =				
Grand Total=					