

Date: August 13, 2026

Tender Title: "RFQ (Request for Quotation) for Repair & Maintenance Works and Office Furniture supply for different ATM booth at Chattogram District Police Line, 9 APBN ATM Booth Chattogram, Tangail Police Line ATM, Pabna Police Line ATM & 3 APBN Khulna ATM Booths."

Tender Ref: CBBL/GSD/RFQ/2026/0061

Dear All,

Greetings from Community Bank Bangladesh PLC.!!

Community Bank Bangladesh PLC is the 59th Schedule Bank of Bangladesh. For Repair & Maintenance Works and Office Furniture supply for different ATM booth at Chattogram District Police Line, 9 APBN ATM Booth Chattogram, Tangail Police Line ATM, Pabna Police Line ATM & 3 APBN Khulna ATM Booths. 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 12.00 P.M. on August 20, 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/2026/0061
2	Date Of Tender Document	August 13, 2026
3	Last Date for Submission Of Tender	August 20, 2026 at 12.00 P.M.
4	Date Of Opening of Financial Bid	Will be opened through Tender Opening Committee
5	Cost Of Tender Document	Free of Cost

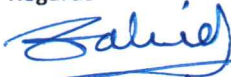
A. General Terms and Conditions:

- 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:** Chattogram District Police Line, 9 APBN ATM Booth Chattogram, Tangail Police Line ATM, Pabna Police Line ATM & 3 APBN Khulna ATM Booths.
- 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 which must be executed by the contractor.
- 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.

**General Services Division
Head Office, Dhaka**

- 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.
- 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 Repair & Maintenance Works and Office Furniture supply for different ATM booth at Chattogram District Police Line, 9 APBN ATM Booth Chattogram, Tangail Police Line ATM, Pabna Police Line ATM & 3 APBN Khulna ATM Booths." RFQ: CBBL/GSD/RFQ/2026/0061 in top of the Envelope.
- 10) **Quotation Validity:** Offer validity period shall be at least for 06 (six) 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



13/08/2026

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



Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

SL NO	Item Description	Total Amount
A	Repair and Maintenance Works at Chattogram District Police Line ATM Booth	
B	Repair and Maintenance Works at 9 APBN ATM Booth, Chattogram	
C	Repair and Maintenance Works at Tangail Police Line ATM Booth:	
D	Repair and Maintenance Works at Pabna Police Line ATM Booth:	
E	Supply & Installation Works at 3 APBN Khulna ATM Booth & Service Desk :	
Total amount (including VAT & TAX)		

In Word:

Name of the Bidder :

Contact Person :

Contact Number :

Seal & Sign:



Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
A	Repair and Maintenance Works at Chattogram District Police Line ATM Booth				
1	Plastic Paint: Supply and application of approved-quality plastic emulsion paint on prepared wall, ceiling, and board surfaces, including necessary furniture rearrangement and protection with polythene sheets, surface preparation, minor crack and hole filling, one coat of primer, and two coats of plastic emulsion paint, with necessary sanding, labour, materials, and all incidental works, complete as per the approved colour, design, and direction of the Engineer-in-Charge.	sft	700		
2	5mm PVC Board Pasting: Supply, fitting, and fixing of approved-quality 5mm thick PVC board on existing wall surfaces, including surface preparation, accurate cutting, adhesive application, alignment, joint finishing, necessary accessories, labour, and all incidental works, complete as per approved design and direction of the Engineer-in-Charge.	sft	300		
3	12W LED Panel Light (Super Star): Supply, fitting, and fixing of approved-quality 12W LED Panel Light, Round/Square type (Super Star or approved equivalent), including dismantling and removal of existing defective light fittings, necessary electrical connections, wiring, mounting accessories, testing, labour, and all incidental works, complete in all respects as per the approved design and direction of the Engineer-in-Charge.	pcs	6		

Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
4	2' x 2' PVC Board Ceiling Replacement Work with Frame: Supply, fabrication, and installation of approved-quality 2' x 2' PVC board false ceiling with necessary framing system, including opening and refitting of existing light fixtures, provision of Main T and Cross T framing with suspension system, cutting, fitting, fixing, joint finishing, edge treatment, and all necessary accessories, hardware, labour, and incidental works, complete in all respects as per the approved design and direction of the Bank Authority.	sft	310		
5	ATM Roof Industrial Sheet Replacement Work: Supply, dismantling, and replacement of the existing damaged roof tin with approved-quality 0.50mm thick industrial corrugated roofing sheet, including necessary replacement of MS/angle framing, cutting, fitting, fixing with suitable self-drilling screws and washers, roof joint and flashing treatment, waterproofing/sealing of joints, replacement of damaged accessories, and all necessary labour, materials, tools, and incidental works, complete in all respects as per the approved design and direction of the Bank Authority.	sft	350		
Sub-Total Tk.					
B	Repair and Maintenance Works at 9 APBN ATM Booth, Chattogram				
1	Plastic Paint: Supply and application of approved-quality plastic emulsion paint on prepared wall, ceiling, and board surfaces, including necessary furniture rearrangement and protection with polythene sheets, surface preparation, minor crack and hole filling, one coat of primer, and two coats of plastic emulsion paint, with necessary sanding, labour, materials, and all incidental works, complete as per the approved colour, design, and direction of the Engineer-in-Charge.	sft	200		

Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
2	Weather Coat: Supply and application of approved-quality weather coat exterior paint on prepared wall, ceiling, and board surfaces, including necessary furniture rearrangement and protection with polythene sheets, surface preparation, cleaning, minor crack and hole filling, one coat of suitable primer, and two coats of approved-quality weather coat paint, including necessary sanding, labour, materials, tools, and all incidental works, complete in all respects as per the approved colour, design, specifications, and direction of the Engineer-in-Charge	sft	400		
3	2'x2' Engraved Gypsum Board Ceiling Replacement Work with Frame: Supply, fabrication, and installation of approved-quality 2' x 2' engraved gypsum board false ceiling with complete necessary framing and suspension system, including Main T and Cross T sections, cutting, fitting, fixing, joint treatment, finishing, edge treatment, and alignment. The work shall also include opening and refitting of existing light fixtures and other ceiling-mounted services, wherever required, along with all necessary accessories, hardware, labour, tools, and incidental works, complete in all respects as per the approved design, specifications, and direction of the Bank Authority.	sft	150		
4	13A Socket Replacement (Legrand): Supply and replacement of existing defective/damaged 13A 3-pin electrical socket with approved-quality Legrand 13A socket, including dismantling of the existing socket, necessary wiring connections, fitting, fixing, testing, and commissioning, complete with all required accessories, hardware, labour, and incidental works, as per the approved specifications and direction of the Bank Authority.	Nos	4		



Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
5	18 W LED Panel Light Replacement Work (Super Star): Supply and replacement of existing defective/damaged LED light fittings with approved-quality 18W Super Star LED lights, including dismantling and removal of existing defective light fittings, installation, fitting, fixing, necessary electrical connections, testing, and commissioning, complete with all required accessories, hardware, labour, and incidental works, as per the approved specifications and direction of the Bank Authority.	pcs	4		

Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
6	3 Gang Switch Replacement Work (Legrand): Supply and replacement of existing defective/damaged 3 Gang electrical switch with approved-quality Legrand switch, including dismantling and removal of the existing switch, necessary electrical wiring connections, fitting, fixing, testing, and commissioning, complete with all required accessories, hardware, labour, and incidental works, as per the approved specifications and direction of the Bank Authority.	Nos	2		
Sub-Total Tk.					
C	Repair and Maintenance Works at Tangail Police Line ATM Booth:				
1	Plain Partex Board Ceiling Replacement Work: Supply, dismantling, and replacement of existing damaged plain Partex board false ceiling with approved-quality plain Partex board, including necessary MS/wooden framing and suspension system, cutting, fitting, fixing, joint treatment, surface preparation, sanding, and finishing. The work shall also include opening and refitting of existing glass panels, light fixtures, and other ceiling-mounted services, wherever required, along with all necessary accessories, hardware, labour, tools, and incidental works, complete in all respects as per the approved design, specifications, and direction of the Bank Authority.	sft	70		
2	Melamine Board Paneling Replacement Work: Supply, dismantling, and replacement of existing damaged/defective wall paneling with approved-quality 12-16mm Melamine Board, including necessary MS/wooden framing, accurate measurement, cutting, edge finishing, fitting, fixing, alignment, joint treatment, and provision of necessary trims and profiles. The work shall include dismantling and removal of existing paneling, where required, along with all necessary accessories, hardware, adhesives, labour, tools, and incidental works, complete in all respects as per the approved design, specifications, and direction of the Bank Authority.	sft	32		

Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
3	Glass Door Closer Set Replacement Work (VVP-Thailand): Supply and replacement of existing defective/damaged glass door closer set with approved-quality heavy-duty hydraulic glass door closer set (VVP-Thailand), including dismantling and removal of the existing door closer set, proper fitting, fixing, alignment, adjustment of closing speed and latching action, testing, and commissioning, complete with all necessary accessories, hardware, labour, tools, and incidental works, as per the approved specifications and direction of the Bank Authority.	job	1		
4	10mm Glass Partition Replacement Work: Supply, dismantling, and replacement of existing damaged/defective glass partition with approved-quality 10mm thick clear glass, including necessary dismantling and removal of existing glass, provision of required aluminium framing, channels, fittings, silicone sealant, accurate measurement, cutting, edge finishing, alignment, fitting, and fixing. The work shall include all necessary accessories, hardware, labour, tools, transportation, and incidental works, complete in all respects as per the approved design, specifications, and direction of the Bank Authority.	sft	25		
5	Plastic Paint: Supply and application of approved-quality plastic emulsion paint on prepared wall, ceiling, and board surfaces, including necessary furniture rearrangement and protection with polythene sheets, surface preparation, minor crack and hole filling, one coat of primer, and two coats of plastic emulsion paint, with necessary sanding, labour, materials, and all incidental works, complete as per the approved colour, design, and direction of the Engineer-in-Charge.	sft	200		
Sub-Total Tk.					
D	Repair and Maintenance Works at Pabna Police Line ATM Booth:				

Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
1	5" Brick Wall Construction Work: Supply and construction of 5" thick brick masonry wall using approved-quality first-class bricks, laid in cement-sand mortar of the specified mix, including necessary setting out, bonding, cutting, fitting, joint finishing, curing, scaffolding, and making good around openings and adjoining surfaces. The work shall include all necessary materials, labour, tools, equipment, transportation, and incidental works, complete in all respects as per the approved design, specifications, and direction of the Engineer-in-Charge.	sft	100		
2	Plaster Work: Supply and application of approved-quality cement-sand plaster to prepared wall and ceiling surfaces, including surface cleaning, hacking of existing surfaces where required, wetting, preparation and application of plaster in the specified thickness, proper leveling, alignment, corner finishing, curing, and surface finishing. The work shall include all necessary materials, labour, scaffolding, tools, equipment, and incidental works, complete in all respects as per the approved specifications and direction of the Engineer-in-Charge.	sft	200		
3	Mirror Polish Tiles (China – 2' × 2"): Supply, fitting and fixing of approved-quality homogeneous mirror-polished glazed floor tiles, size 600 × 600 mm (2' × 2"), China Origin, laid over 20 mm thick cement mortar (1:4) base, including necessary ATM Machine and Furniture rearrangement, cutting with electric disc cutter, proper laying, leveling, alignment and joint finishing of tiles, including chipping/dismantling and removal of existing floor finish wherever necessary, surface preparation, cleaning, and all necessary materials, labour, tools, equipment and incidental works, complete in all respects as per approved design, specification and direction of the Bank authority.	sft	150		

Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
4	Plastic Paint: Supply and application of approved-quality plastic emulsion paint on prepared wall, ceiling, and board surfaces, including necessary furniture rearrangement and protection with polythene sheets, surface preparation, minor crack and hole filling, one coat of primer, and two coats of plastic emulsion paint, with necessary sanding, labour, materials, and all incidental works, complete as per the approved colour, design, and direction of the Engineer-in-Charge.	sft	500		
5	Glass Door Closer Set Replacement Work (VVP-Thailand): Supply and replacement of existing defective/damaged glass door closer set with approved-quality heavy-duty hydraulic glass door closer set (VVP-Thailand), including dismantling and removal of the existing door closer set, proper fitting, fixing, alignment, adjustment of closing speed and latching action, testing, and commissioning, complete with all necessary accessories, hardware, labour, tools, and incidental works, as per the approved specifications and direction of the Bank Authority.	Nos	1		
6	18W LED Surface Light (Super Star): Supply, fitting and fixing of approved-quality 18W LED Surface Light (Super Star or Approved Equivalent), complete with LED driver, suitable housing/body, diffuser, mounting accessories, wiring connections, screws, plugs and all necessary fittings, including dismantling and removal of existing defective light fittings wherever required, proper alignment, testing and commissioning, complete with all necessary materials, labour, tools and incidental works, in all respects as per approved specification and direction of the Bank authority.	Nos	6		
Sub-Total Tk.					

Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
E	Supply & Installation Works at 3 APBN Khulna ATM Booth & Service Desk :				
1	Officer Table: Supply, fitting and fixing of Officer Table, size 4'-6" × 2'-6", with 25mm melamine-faced Partex Board top, modesty panel, heavy-duty MS frame with approved finish, sliding keyboard tray, PVC edge banding and all necessary fittings, hardware, labour and accessories, complete as per approved design and direction of the Bank authority.	Nos	1		
2	Mobile Drawer (Size:18"x16"x24"): Supply, fitting, and fixing of MFC-made mobile drawer unit with 2 personal drawers and 1 deep file drawer suitable for suspension files. All drawers shall be key lockable with smooth runners, handles, and castor wheels. Complete with all necessary hardware and accessories as per approved design and direction of the Engineer-in-Charge.	Nos	1		

Proposed BOQ for Repair & Maintenance Works and Office Furniture Supply for Different ATM Booths at Chattogram District Police Line, 9 APBN ATM Booth, Chattogram, Tangail Police Line ATM Booth, Pabna Police Line ATM Booth, and 3 APBN Khulna ATM Booth

Item	Description	Unit	Quantity	Unit Rate (Including VAT & TAX)	Total Amount (Including VAT & TAX)
3	Officer Chair (Imported, well-established local manufacture, or equivalent): Specifications: Type: Premium Executive Officer Chair with High Back and Headrest Design: High Back and Headrest Material: High-quality stainless steel (SS) chair base Function: Revolving/swivel type for 360° mobility Seat & Back Upholstery: Material: Imported mesh fabric(Imported/well-established local manufacturer) Backrest: Breathable mesh for comfort and air flow Seat: High-density foam cushion with fabric upholstery Adjustability: Pneumatic height adjustment (gas lift) Backrest tilt/recline mechanism (as per approved model) Color: Black (final shade subject to approval) Headrest: Adjustable or fixed (depending on model), mesh/fabric-covered Armrests: Fixed or adjustable, made of durable PU or ABS. Delivery Location: Gulshan Branch. Complete as directed by Bank Authority.				
4	OFFICER VISITOR CHAIR: Supply, fitting and fixing of imported High Back Cluster wheel, With Arm Rest, Head rest, Fabric / PU upholstery, Mesh Back, Back adjustable, height adjustable , Caster Mounted (Revolving), Approved Color, Durable Upholstery, as per design & direction of Architect.[Sample should be subject to approval]				
Sub-Total Tk.					
Grand Total Tk.					