COMMUNITY BANK BANGLADESH PLC.

GENERAL SERVICES DIVISION, HEAD OFFICE
POLICE PLAZA CONCORD, TOWER-02, LEVEL-12,
GULSHAN-01, DHAKA-1212, BANGLADESH

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Tender for Interior Decoration, Furniture & Furnishing Works for Executive Lounge & Reception – Md's Floor, Head Office, Level-10

November – 2026

Community Bank Bangladesh PLC.
General Services Division
POLICE PLAZA CONCORD
Tower-02, Level-12
Gulshan-01, Dhaka-1212

Community Bank Bangladesh PLC. GSD, Head Office, Dhaka

Tender Title: *"RFQ (Request for Quotation) for Interior Decoration, Furniture & Furnishing Works for Executive Lounge & Reception – Md's Floor, Head Office, Level-10*

Tender Ref: *"CBBL/GSD/RFQ/2026/0096"*

Dear All,

Greetings from Community Bank Bangladesh PLC.!!

Community Bank Bangladesh PLC is the 59th Schedule Bank of Bangladesh. For set up Interior Decoration, Furniture & Furnishing Works for Executive Lounge & Reception – Md's Floor, Head Office, Level-10, some civil, electrical, glass door, ceiling, furniture, paint and miscellaneous works as well as interior works are needed to be done at the said location. BOQ, lay-out (proposed) are attached herewith as your ready reference.

Only relevant vendors shall be eligible for submission of their financial offer.

You are requested to submit (HARD COPY) your financial offer in a closed envelope as per specification within 12.00 P.M. on November 25, 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. As the works will be done in a running branch, most of the works have to be done after office hours/ holidays.**

TENDER Summary

1)	Tender Reference No	CBBL/GSD/RFQ/2026/0096
2)	Date Of Tender Document	November 19, 2026
3)	Last Date for Submission of Tender	November 25, 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

1.01 TENDER NOTICE

Tender is sealed covers in prescribed form are hereby invited by the undersigned from reputed firms engaged in constructions, Interior Decoration specially having experience in the field of Bank/Insurance/ Reputed office interiors (preferably Head Office) in Bangladesh.

1.02 NAME OF WORK

Interior Decoration, Furniture & Furnishing Works for Executive Lounge & Reception – Md's Floor, Head Office, Level-10

1.03 SALE OF TENDER DOCUMENTS

Tender documents will be mailed to their authorized (as submitted to the Bank) for submission of the same as per rules. No purchase is required in this regard.

1.04 OPENING OF TENDER DOCUMENT

Tender will be received by the office of the undersigned within 12.00 p.m. on November 29, 2026.

1.05 SECURITY DEPOSIT

The Bank would retain a total of 10% of the certified bill amount as security deposit from the awarded vendor.

1.06 TIME FOR COMPLETION

Time for completion of works is as per Bank Notification, from the date of issue of the written work order.

1.07 SITE VISIT

The bidder must visit the respective site of work and make him fully acquainted with the site condition & see Scope of works and the available space, services and conceptual design drawings before submitting tender.

1.08 SUBMITTANCE

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The undersigned has the right to accept or reject any or all the offers without assigning any reason whatsoever. The Undersigned also reserves the right to split up the work between two or more Contractors.

1.09 REQUIRED CONTENT OF QUOTATION: Quotation must be submitted as per prescribed form as instructed below:

i. Proposal must be addressed for "Chairman, Purchase Committee" of Community Bank Bangladesh PLC.

ii. Complete Proposal / Offer must be signed & seal with date by the authorized representative of the company.

iii. Must mention the subject line ""**Interior Decoration, Furniture & Furnishing Works for Executive Lounge & Reception – Md's Floor, Head Office, Level-10, RFQ Ref: "(CBBL/GSD/RFQ/2026/0096)**" in top of the Envelope.

1.10 RUNNING BILL: The awardee bidder shall be eligible to receive 50% of Work Order value may be given upon satisfactory completion of 70 % of total work. The work progress shall be assessed by the Bank and recommend accordingly regarding eligibility of payment as running bill.

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2.01	NAME OF THE OWNER	COMMUNITY BANK BANGLADESH PLC.
2.02	NAME OF THE PROJECT	Interior Decoration, Furniture & Furnishing Works for Executive Lounge & Reception – Md's Floor, Head Office, Level-10
2.03	PROJECT SITE	ROAD 144, GULSHAN-1, LEVEL-10, TOWER-2, POLICE PLAZA CONCORD.
2.04	SECURITY DEPOSIT	10% of the certified final bill amount and fully refunded after Twelve months from the date of hand over of the project.
2.05	VALIDITY OF PRICE	30 (Thirty) days.
2.06	DATE OF AWARD OF WORK	The date of issue of order in writing [work order] to Commence the work.
2.07	TIME OF COMPLETION	As Per Bank Notification.
2.08	PERIOD OF MAINTENANCE	12 [Twelve] months from the date of issue of final certificate of completion by the authority.
2.09	PAYMENT	All payments shall be in Taka on submission of bill and Consequent certification by the Authority after opening of the project. All local VAT, Taxes, duties, Govt. charge etc. will become payable by the contractor. But the Bank Authority shall deduct VAT & Income Tax as per existing rule from contractor's bill. Bill will be paid as per actual measurement not as per schedule.
2.10	ANALYSIS OF RATES	Shall has to be submitted as and when required as per request of the Authority/Bank Authority.
2.11	PRICE ESCALATION	No claim for price escalation shall be entertained up to the completion time.
2.12	TOOLS, MACHINERY AND EQUIPMENT	All tools, equipment and machinery, etc. required for execution of the work is to be arranged by the contractor at his/their own cost. The contractor must also arrange additional tools, equipment if required when asked by the Authority/ Engineer.
2.13	MATERIAL STORAGE	Contractor shall be responsible for storage, security of material and equipment as site at his own cost till the completion of the work.
2.14	POWER, WATER ETC.	The contractor must provide required power and water at his/ their own cost to complete the project.
2.15	APPROVAL OF MATERIAL &	All materials must be approved by the Bank Authority

Community Bank Bangladesh PLC. GSD, Head Office, Dhaka

SAMPLE OF WORKS (As per requirement of Bank).

2.16 QUALIFICATION OF CONTRACTOR

i) The Tenderer must demonstrate experience in the successful execution of interior decoration projects for **Executive Lounge & Reception Work** within the banking industry.

ii) All experiences must be authorized by with proper documentation (i.e. work order, completion certificate) from respective banks.

iii) Up to date Trade license, Income Tax clearance certificate, VAT & BIN Certificate.

iv) Must be financially solvent and a shall submit a bank solvency certificate.

v) The bidder must have qualified ABC licensee electrician for electric work.

vi) The supplier must ensure that all items and furniture are transported exclusively through staircases. Use of any lift/elevator is strictly prohibited.

vii) The Tenderer must submit a complete company profile along with their offer.

2.17 DESIGN AND DRAWINGS Bank shall produce to the awarded contractor

2.18 SUBMISSION OF TENDER Contractor will fill up all the papers containing in the tender Schedules duly signed and sealed and submit it as tender.

2.19 SUBMISSION OF SAMPLE The bidder will have to submit samples of important materials/ fittings if needed by the Authority/ Bank Authority as mentioned in schedule of items of works.

Regards

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

Community Bank Bangladesh PLC. GSD, Head Office, Dhaka

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BOQ FOR INTERIOR DECORATION, FURNITURE & FURNISHING WORKS FOR EXECUTIVE LOUNGE & RECEPTION – MD'S FLOOR, HEAD OFFICE, LEVEL-10

SL NO	Item Description	Total Amount (Including VAT & Tax)
A	DISMANTLING & FINISHING WORKS:	
B	PARTITION AND OTHER RELATED WORKS:	
C	ELECTRICAL WORKS	
D	WOODEN FURNITURE WORKS	
Total amount (including VAT & TAX)		

In word:

Name of the Bidder:

Seal & Sign

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BOQ FOR INTERIOR DECORATION, FURNITURE & FURNISHING WORKS FOR EXECUTIVE LOUNGE & RECEPTION – MD'S FLOOR, HEAD OFFICE, LEVEL-10

SL	ITEMS	Unit	Qnty	Unit Rate (Including VAT & Tax)	Total Amount (Including VAT & Tax)
A	**DISMANTLING & FINISHING WORKS:**				
1	**DISMANTLING & CLEANING WORKS:** Dismantling and removing of selected portions of existing brick walls, Partex board ceiling and damaged existing floor tiles, including careful removal of debris, loading, transportation and disposal at an approved location. The work shall include necessary labour, tools, equipment and all incidental expenses, complete in all respects as per site requirements and instructions of the Bank Authority.	job	1		
2	**EXISTING FLOOR TILES WORK (2′ × 2′):** Carefully dismantling and removing the existing damaged or unwanted 2′ × 2′ floor tiles, including cleaning and preparing the base surface. The work shall include supplying and fixing replacement tiles, or refitting/rearranging reusable existing tiles, maintaining the existing floor level, pattern and alignment as closely as possible. The work shall also include necessary adhesive/mortar, grouting, joint finishing and thorough cleaning. All works shall be carried out as per the instructions and approval of the Architect/Bank Authority. The rate shall include all necessary materials, labour, tools and equipment to complete the work in all respects.	sft	50		
3	**SYNTHETIC CARPET TILES (AS PER APPROVED SAMPLE):** Supplying and installation of high-quality 5 mm thick synthetic carpet tiles, including necessary adhesive, floor preparation, cutting, fitting, and finishing, complete in all respects as per the approved sample, specifications, and instructions of the Bank Authority.	sft	800		
4	**DECORATIVE WALLPAPER WORKS (AS PER APPROVED SAMPLE):** Supplying and installation of high-quality decorative wallpaper on existing wall surfaces, including necessary surface preparation, adhesive, cutting, matching, fitting, and finishing, complete in all respects as per the approved sample, design, and instructions of the Bank Authority.	sft	600		
5	**PLASTIC PAINT :**Plastic painting of 'Berger/ Elite brand of approved color to Plaster/Board Surfaces minimum number of necessary coats with lime putty work, cleaning, sand papering the surfaces in/c. necessary scaffolding etc. complete in all respect as per direction of Architect/ Authority. Rates must cover all necessary finishing until handing over of the premises.	sft	2500		
	Sub Total				
B	**PARTITION AND OTHER RELATED WORKS:**				
1	**DECORATIVE CEILING WORKS:** Supplying, fitting, fixing and installation of decorative false ceiling using Partex board/gypsum board, including necessary MS framework and supporting structure, decorative ceiling patterns, stepped/curved designs, cut-outs, grooves, border detailing, joint treatment, screw fixing, edge finishing, surface preparation and painting, along with all necessary accessories, fittings, labour, tools and equipment, complete in all respects as per approved design, layout, site requirements and instructions of the Bank Authority.	sft	1000		
2	**DECORATIVE WALL PANELING WORKS:** Supplying, fitting, fixing and installation of decorative wall paneling using high-quality Partex board, MDF board, HPL laminate or equivalent approved materials, including necessary MS/wooden framework and supporting structure, decorative patterns, grooves, fluted designs, shadow gaps, edge banding, corner finishing, surface preparation and polishing/painting, along with all necessary fittings, adhesives, screws, accessories, labour, tools and equipment, complete in all respects as per approved design, layout, site requirements and instructions of the Bank Authority.	sft	400		

Community Bank Bangladesh PLC. CSD Head Office, Dhaka

BOQ FOR INTERIOR DECORATION, FURNITURE & FURNISHING WORKS FOR EXECUTIVE LOUNGE & RECEPTION – MD'S FLOOR, HEAD OFFICE, LEVEL-10

SL	ITEMS	Unit	Qnty	Unit Rate (Including VAT & Tax)	Total Amount (Including VAT & Tax)
3	**TV LOWER SHELF (AS PER APPROVED DESIGN):** Supplying, fabrication, fitting, and fixing of TV lower shelf using high-quality commercial board with Duco paint finish, including necessary MS/wooden framing, internal shelving, backing board, edge finishing, and all required fittings and accessories, complete in all respects as per the approved design, drawing, and instructions of the Bank Authority.	sft	10		
4	**10 MM THICK CLEAR BEVELED FLOAT GLASS PARTITION:** Supplying, fitting, fixing, and installation of 10 mm thick clear beveled float glass partition, including 1" (25 mm) aluminium U-channel sections on all sides (top, bottom, and both vertical sides), complete with necessary silicone sealant, screws, fittings, hardware, and accessories. All exposed glass edges shall be properly beveled and polished to ensure a smooth, safe, and premium finish. The glass panels shall be properly aligned, levelled, and securely fixed to ensure stability and a neat appearance. The work shall be completed in all respects as per the approved design, drawing, specifications, and instructions of the Bank Authority.	sft	80		
5	**TEMPERED GLASS DOOR (REUSE):** Carefully dismantling, reusing and re-installing the existing frameless 10mm thick tempered (toughened) glass door at the designated location, including necessary handling, transportation, refitting, alignment and adjustment with all required hardware and accessories. The door shall be fitted with imported-quality floor spring/auto-closer, locking arrangement, handles, patch fittings and other necessary accessories, ensuring smooth operation, proper alignment and secure locking. Any required minor adjustments shall be completed to the satisfaction of the Bank / Engineer-in-Charge.	Pcs	2		
	Sub Total				
C	**ELECTRICAL WORKS**				
1	**4.0 Rm Cable:**Includes supply of 4.0 mm² single-core, copper conductor, PVC insulated cableand complete installation with proper routing, termination, and testing as per standards.	rft	120		
2	**2.5 Rm Cable:** Includes supply of 2.5mm² single-core, copper conductor, PVC insulated cableand complete installation with proper routing, termination, and testing as per standards. (For DDB Line)	rft	328		
3	**1.5 Rm cable:** Includes supply of 1.5mm² single-core, copper conductor, PVC insulated cableand complete installation with proper routing, termination, and testing as per standards.(For DDB Line)	rft	650		
4	**1.5 Re cable:** Includes supply of 1.5mm² single-core, copper conductor, PVC insulated cableand complete installation with proper routing, termination, and testing as per standards.(For DDB Line)	rft	200		
5	**1" PVC PIPE:** Supply, fitting and fixing of 1" dia (25mm) good-quality heavy-duty PVC pipe for concealed/surface electrical wiring or other designated services, including all necessary bends, couplers, connectors, clamps, junctions, fittings and accessories. The pipe shall be properly aligned, securely fixed and installed as per the approved layout and instructions of the Bank / Engineer-in-Charge. The rate shall include all materials, labour, tools, equipment and installation charges required to complete the work in all respects.	rft	50		
6	**¾" Flexible Pipe/PVC:**Supply and installation of ¾" (19 mm) flexible PVC pipe/channel, suitable for electrical/data cabling, including: Laying inside floor, wall, or ceiling. Bends, junctions, and all accessories Clipping/fixing with saddles/clamps at proper intervals.As per site condition and direction of Bank Authority	rft	300		
7	**13A 3pin Socket** – Supply & Installation to be completed flush/surface-mounted as per site condition and project specifications.	nos	6		

BOQ FOR INTERIOR DECORATION, FURNITURE & FURNISHING WORKS FOR EXECUTIVE LOUNGE & RECEPTION – MD'S FLOOR, HEAD OFFICE, LEVEL-10

SL	ITEMS	Unit	Qnty	Unit Rate (Including VAT & Tax)	Total Amount (Including VAT & Tax)
8	**6-Pin Multi Socket** – Supply & Installation to be completed flush/surface-mounted as per site condition and project specifications.	nos	10		
9	**4 Gang Switch** – Supply & Installation to be completed flush/surface-mounted as per site condition and project specifications.	nos	4		
10	**16 TO 32A SP MCB WITH CHANNEL:** – Supply & Installation with Chanel to be completed flush/surface-mounted as per site condition and project specifications.	nos	2		
11	**Supply & Installation of PVC/Steel MK Box:**Supply and install a standard PVC MK electrical box for electrical fittings such as sockets, switches, or other wiring accessories.	nos	12		
12	**12 W LED PANEL LIGHT:** FITTING Foreign made approved type down light shade [reflector] with minimum 12 watt Energypac /philips energy savings LED light in/c supply of all necessary consumable materials, compatible to local voltage variation, complete in all respect in/c testing & commissioning, as per design, drawing and direction of Authority.	nos	30		
13	**2'-0" T5 LED LIGHT:** Supply, fitting and fixing of 2'-0" (two feet) imported quality T5 LED tube light with high-efficiency LED technology, providing bright, uniform and energy-efficient illumination. The light shall be complete with compatible LED driver, necessary fittings, holders, wiring connections and accessories, including all labour, installation and testing charges, as per the approved specification and direction of the Bank Authority.	nos	10		
14	**4'-0" T5 LED LIGHT:** Supply, fitting and fixing of 4'-0" (four feet) imported quality T5 LED tube light with high-efficiency LED technology, providing bright, uniform and energy-efficient illumination. The light shall be complete with compatible LED driver, necessary fittings, holders, wiring connections and accessories, including all labour, installation and testing charges, as per the approved specification and direction of the Bank Authority.	nos	25		
	Sub Total				
D	**WOODEN FURNITURE WORKS**				
1	**EXCLUSIVE RECEPTION TABLE (AS PER APPROVED DESIGN):** Supplying, fabrication, fitting, and fixing of exclusive reception table with marble top, HPL finish, UV board, and Duco-painted commercial board, including necessary MS framing, internal structure, edge finishing, fittings, and accessories, complete in all respects as per the approved design, drawing, specifications, and instructions of the Bank Authority.	nos	1		
2	**EXECUTIVE SINGLE-SEATER SOFA (AS PER APPROVED DESIGN):** Supplying and placing of executive single-seater sofa with high-quality fabric/leatherette upholstery, comfortable foam cushioning, durable internal wooden/MS frame, and premium finishing, complete with all necessary accessories as per approved design, sample, and instructions of the Bank Authority.	nos	12		
3	**PREMIUM CENTER TABLE (AS PER APPROVED DESIGN):** Supplying, fabrication, fitting, and fixing of premium decorative center table using high-quality materials with elegant top finish and sturdy MS/wooden frame, including necessary edge finishing, polishing, fittings, and accessories, complete in all respects as per approved design, sample, and instructions of the Bank Authority.	nos	5		
	Sub Total				
	GRAND TOTAL				

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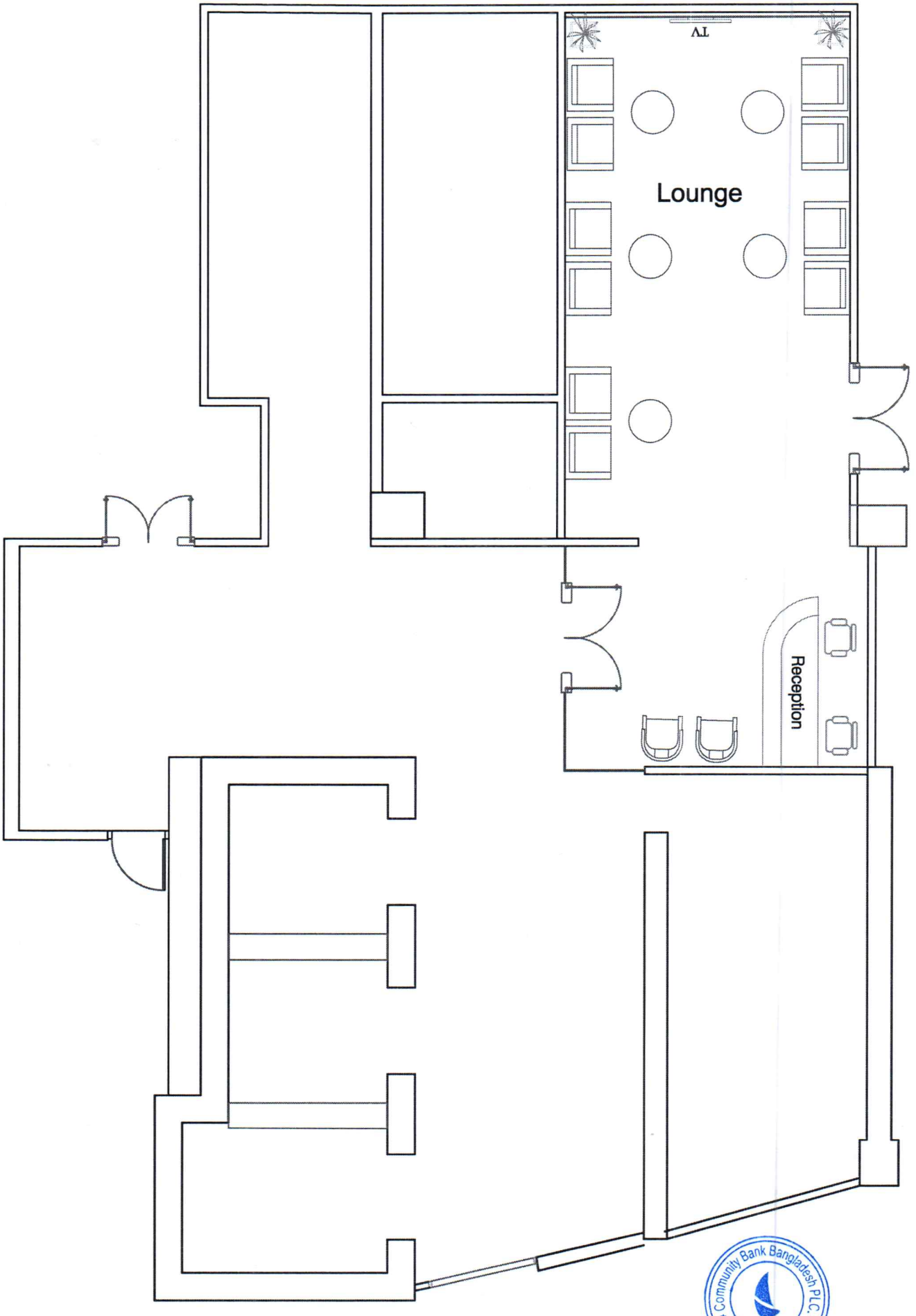
COMMUNITY BANK – EXCLUSIVE
LOBBY, RECEPTION & LOUNGE



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