Community Bank
• Trust • Security • Progress

General Services Division
Head Office, Dhaka

Date: November 19, 2026

Tender Title: "RFQ (Request for Quotation) for Civil Construction & Interior Decoration of ATM booth at Police Officers Mess, Ramna

Tender Ref: "CBBL/GSD/RFQ/2026/0097"

Dear All,
Greetings from Community Bank Bangladesh PLC.!!
Community Bank Bangladesh PLC is the 59th Schedule Bank of Bangladesh. For set up Civil Construction & Interior Decoration of ATM booth at Police Officers Mess, Ramna. 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 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.**

TENDER SUMMARY

1	Tender Reference No	CBBL/GSD/RFQ/2026/0097
2	Date Of Tender Document	19.11.2026
3	Last Date for Submission Of Tender	25.11.2026 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:** Police Officers Mess, 37/3/B, Iskaton Garden, Ramna, Dhaka
3) **Time Of Completion** : 21 [Twenty-One] 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 during last two financial years. 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.

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8) **Required Content of the 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 with date by the authorized representative of the company.
   iii. Must mention the subject line "RFQ (Request for Quotation) for Civil Construction & Interior Decoration of ATM booth at Police Officers Mess, Ramna" *RFQ:* "CBBL/GSD/RFQ/2026/0097" in top of the Envelope.
9) **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).
10) **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.
11) **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).
12) 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

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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Proposed BOQ for Civil Construction & Interior Decoration of ATM booth at Police Officers Mess, Ramna

Sl.	Description of works	Amount in BDT (including VAT & Tax)
1	**Civil Works**	
2	**Interior Works**	
3	**Paint Works**	
4	**Electrical Works**	
5	**Furniture & Others Related Works**	
Grand Total		

In Word:

Name of the Bidder :

t Number :

Seal & Sign:

Community Bank Bangladesh P.L.C. General Services Division

Proposed BOQ for Civil Construction & Interior Decoration of ATM booth at Police Officers Mess, Ramna

Item	Description	Unit	Quantity	Rate (Including VAT & Tax)	Total Amount (Including VAT & Tax)
A. Civil Works					
1	**Site Preparation, Dismantling & Cleaning Works:** Existing wall dismantling & same as finishing, Perking Tiles & CC dismantling, others related works complete as per direction.	job	1		
2	**3" Flat Brick Soling Works at Plinth Level:** Providing and laying 3 inch thick flat brick soling at plinth level with well-burnt bricks laid flat, properly aligned and compacted on prepared surface, including filling joints with sand, watering, ramming, curing and all materials, labor and equipment complete as per specifications.	sft.	100		
3	**5" THICK BRICK WORK :** Brick work with 1st class bricks of one brick width [±5"] in cement mortar (1:4) in exterior or interior walls in/c filling the interstices with mortar, racking out joints cleaning and soaking the bricks at least for 24 hours before use and necessary scaffolding, curing at least for 7 days etc. complete in all respect as per design drawing and direction of Consultant / Bank Authority.	sft	350		
4	**PLASTER WORK:** Minimum 12mm thick cement sand (F.M. not below 1.2) plaster (1:6) with fresh cement (conforming to BDS232) to both inner and outer surfaces of walls, finishing corners and edges, screening and washing sand, preparing the masonry and others surfaces by cleaning and washing, curing completed plaster for at least 10 (ten) days including supply at site of all necessary materials, scaffoldings, water, electricity and also other charges etc., all complete as per approval and directions of the consulting architect and full satisfaction of the Bank authority.	sft	700		
5	**Mirpur Ceramics Wall Clay Cladding:** Supply and installation of Mirpur Ceramics wall clay cladding on wall surfaces, same as existing as per approved drawings and manufacturer's specifications, including all necessary sub-frame, fixings, accessories, cutting, jointing, alignment, cleaning and completion, measured in square feet. **(Same as Existing)**	sft	300		
6	**Cement concrete work (3" depth) :** In 1:3:6 mix proportion in slabs on plinth level using 20mm down graded brick chips, medium sand (F.M. 1.5) and cement including compacting and curing, etc. all complete as per drawing, specification and instruction of the Engineer-in-charge.	cft	50		

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Item	Description	Unit	Quantity	Rate (Including VAT & Tax)	Total Amount (Including VAT & Tax)
7	**RCC works for Column,Beam & Slab Including Shuttering: (4x16mm Dia Main Rod & 10mm Dia Ring)** 60g rod, 24 nos wire, working instrument & labor; supply including material work complete work complete Deformed high strength reinforcing steel {A 615 having FY Min. 415 Mpa (60 Ksi)} work of any size with standard round bars including supply of 24 BWG black wire, straightening fabrication, bending removal of rusts protective coating, if any,, and loose scale and proper placement in position in all floors as per drawing and instruction of the Engineer-in-charge.(Management will be given as per standard weight of ASTM specification). (BSRM/Equivalent)	cft	100		
8	**MIRROR POLISHED FLOOR TILES (AKIJ CERAMICS):** Supplying, fitting and fixing approved-quality mirror-polished floor tiles of AKIJ CERAMICS, size 24" × 24" (600mm × 600mm), over a 20mm thick cement-sand mortar (1:2) bed or approved ready-mix tile adhesive/mortar (e.g., CONMIX), including surface preparation, cutting and shaping tiles to the required sizes using an electric disk cutter, maintaining proper line, level, alignment and joint spacing, grouting joints with white cement mixed with approved pigment or matching tile grout, cleaning, curing and polishing/finishing as required. Complete in all respects as per the approved design, drawings, manufacturer's recommendations, specifications and instructions of the Bank Authority.	sft.	110		
9	**Pavment Tiles Work**: Supply and laying of approved pavement tiles of specified size, thickness and color on prepared base as per drawings and specifications, including surface preparation, bedding layer, cutting, joint filling, alignment, leveling, cleaning and completion **(Same as existing)**	sft	20		
	Sub-Total Amount in BDT For civil works =				
B. Interior Works					
1	**TEMPERED GLASS DOOR** Supplying, fitting and fixing imported Frameless Tempered Glass Door having 10 mm thickness with all foreign made hardware of best quality available viz. Stainless steel handless concealed auto-closer, stopper, locking arrangement complete in all respect as per design, drawing and direction of Architect/Authority. Size : 3'-0" W X 7'-0" or **Custom Size.**	Nos	1.00		
2	**WALL PANELING WITH HPL:** Supply, fitting and fixing of full-height column/wall paneling using 12mm/18mm Partex board, finished with approved HPL (Crema Marquina, GL 5571 STN), fixed over a properly aligned wooden framework with 1" stainless-steel battens at 2'-0" c/c horizontally, including all necessary fittings, accessories and finishing works, complete as per the approved design, drawings and instructions of the Architect/Bank Authority.	Sft	120.00		

Community Bank Bangladesh PLC. General Services Division

Item	Description	Unit	Quantity	Rate (Including VAT & Tax)	Total Amount (Including VAT & Tax)
3	**PLAIN BOARD CEILING WORKS:**Supplying, fitting, fixing, and installation of plain gypsum board ceiling using approved quality gypsum boards of required thickness, fixed securely to a properly aligned GI metal framing system, including necessary perimeter channels, ceiling sections, suspension rods, connectors, screws, joint tape, jointing compound, and edge finishing. The ceiling surface shall be properly leveled, joint-treated, sanded, and prepared for subsequent painting to achieve a smooth and uniform finish. The work shall include all necessary materials, labour, scaffolding, tools, and accessories, complete in all respects as per the approved design, drawing, and instructions of the Bank Authority.	Sft	100.00		
4	**Aluminium Composite Panel Work:** Supply, Fabrication and Installation of 4.0 mm PVDF (Fluorocarbon paint finish) coated Aluminium composite panel of approved color and quality, cladded on standard and necessary aluminium or galvanized framing with all necessary accessories. All complete as per design, direction and full satisfaction of the Engineer in charge/Bank authority. Materials Specification: Thickness : 4.0 mm(Aluminium Core 0.5mm + Anti toxin (PE)Core 3.0mm + Aluminium Core 0.5mm); Frame: 46.0mmx20.0mm Aluminium rectangular box (Mill finish); Fitting angel : 20.0mm x20.0mm (Bronze),Thickness: 1.2mm	sft	130		
	Sub-Total Amount in Tk. For Interior Works =				
C. Paint Works					
1	**ACRYLIC EMULSION PAINT** Providing and applying Acrylic Emulsion paint finish to Plaster surfaces of approved make, best quality, colour, texture and shade delivered from authorized local agent of the manufacturer in a sealed container, in two coats (surface and finish acceptable to the Bank must be achieved by the contractor within two coats and any additional coats if required shall be at the cost of the contractor), including preparing existing surfaces	sft	500.00		
2	**WEATHER COAT PAINT WORKS:**Supplying, surface preparation, application, and finishing of approved quality weather coat paint on exterior wall surfaces, including necessary cleaning, removal of loose paint, dust, dirt, algae, and other foreign materials, crack filling, putty application (if required), sanding, application of suitable exterior wall primer/sealer, and minimum two coats of approved weather-resistant exterior emulsion paint to achieve a smooth, uniform, and durable finish. The paint shall be UV-resistant and suitable for protection against rain, moisture, and adverse weather conditions. The work shall include all necessary materials, labour, scaffolding, tools, and accessories, complete in all respects as per the manufacturer's recommendations, approved colour scheme, and instructions of the Bank	sft	200.00		
	Sub-Total Tk. for Paint works =				

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Item	Description	Unit	Quantity	Rate (Including VAT & Tax)	Total Amount (Including VAT & Tax)
D. Electrical Works					
1	**LED PANEL LIGHT FITTING** Foreign made approved type down light shade [reflector] with minimum 12 watt 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. [CONCEALED / SURFACE MOUNTED - 6"X6" SIZE], Brand: ENERGYPAC /TACHI/OPEL/ENERGY+	NOS	12		
2	**PVC PIPE/C PVC** Flexible pipe /PVC Channel WORKS Supplying, fitting and fixing of following water grade PVC pipes or PVC channel with necessary group cutting, bend,joint box, ceilling rose ,clamp,fixing materials and other accessories to complete in all respect as per design drawing and direction of authority.				
i)	PVC pipe ¾" dia	Rft.	50		
ii)	PVC pipe ¾" dia Flexible pipe	Rft.	50		
ii)	1.25" dia **PVC** pipe	Rft.	50		
3	**Cables Works**				
i)	1x 1.5 rm BYA	Rft.	328		
ii)	1x 2.5 rm BYA	Rft.	328		
iii)	1x 4 rm BYA	Rft.	50		
iv)	1x 7.0 rm BYA Main line wiring	Rft.	100		
v)	(2.5) RE BYA (Green) wire (BRB)	Rft.	150		
4	**ELECTRICAL SOCKET OUTLETS** Supplying, fitting and fixing 240V, single phase following socket outlet in/c wiring conceals/surface with necessary wiring through water grade PVC pipe/channel or required size in/c supply of switches, switch box, ebonite cover, ceiling rose etc. Complete in all respect in/c testing & commissioning, as per design, drawing and direction of Authority.				
i)	5A,3 Gang (1way) Switch	Pcs.	3		
ii)	20 AMP DP Switch	Pcs.	1		
iii)	15A, 3 Pin Scoket Round Scoket	Pcs.	1		
iv)	13A, 3 Pin Scoket Multi Scoket	Pcs.	8		
v)	Mk Steel Box (3"x3"x2")	Pcs.	14		
5	**MCCB/MCB's** Supply and installation of following SP (240V grade) TP (500 V grade) MCB/MCCB" in pre installed distribution board in/c connection with cable, cable socket, nut bolts, PIB tape etc. complete in respect providing necessary consumable in/c testing & commissioning as per design, drawing and direction of Authority.				
i)	SD Board (Havels size 12" x 16")	Pcs.	1		
ii)	10 ~32 AMP SP MCB (Legrand from Energypac)	Pcs.	6		
iii)	63 AMP DP MCB (Legrand from Energypac)	Pcs.	1		

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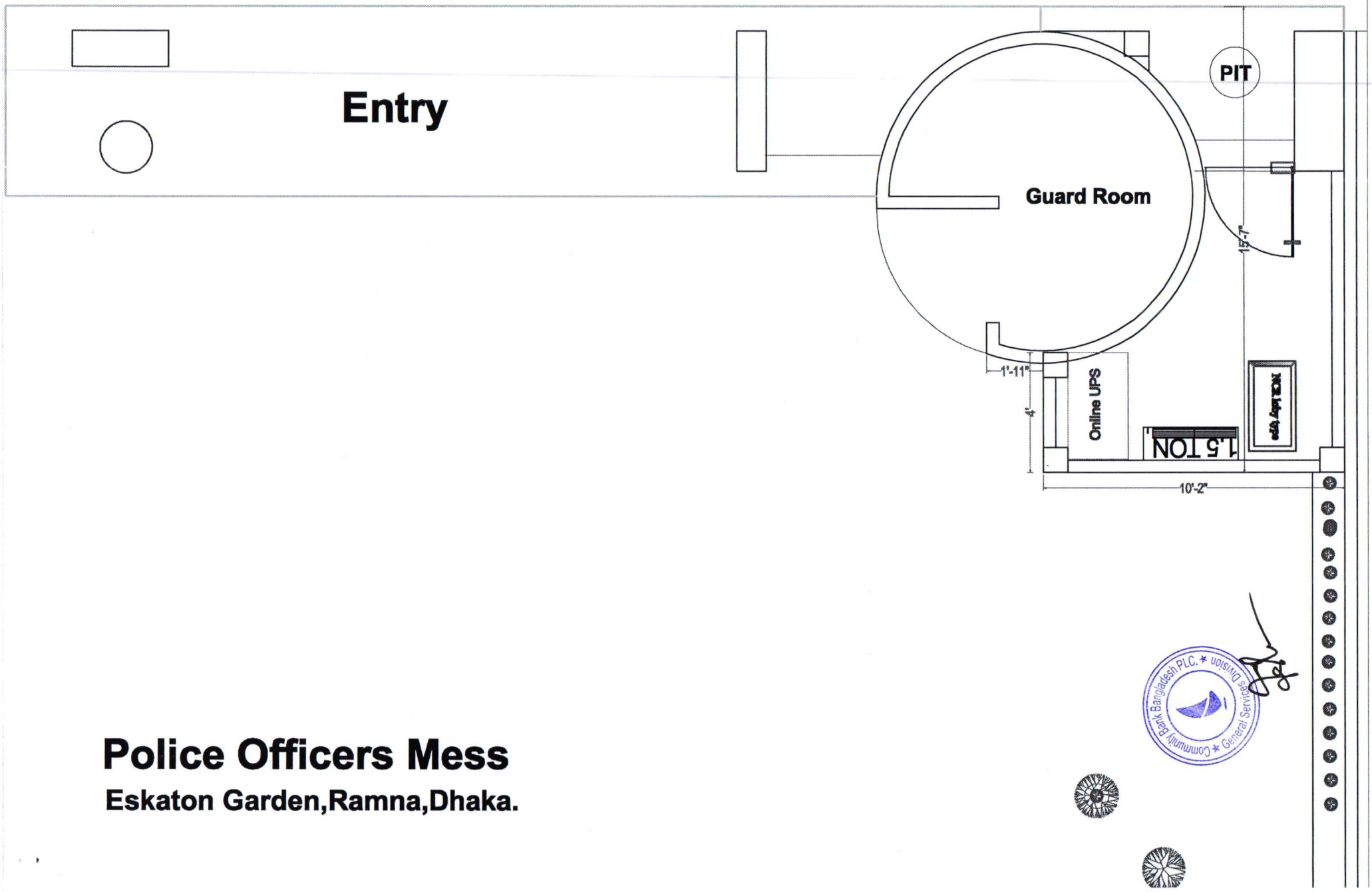
General Services Division

Item	Description	Unit	Quantity	Rate (Including VAT & Tax)	Total Amount (Including VAT & Tax)
6	**EARTHLING ARRANGMENT (0 to 0.5 volt):** Supplying and installation of 150' depth 1-½" dia G.I. pipe earth electrode by tube well sinking method including of 2 SWG HDBC earthling lead from the bottom of earth electrode to the earthling bar of distribution board. Making an earth inspection pit of size 20" x 20" x 18" inside clear. Bottom of pit shall be " thick B C.C. work and four side wall shall be 5" thick brick wall with 1" plastering and 3" thick R.C.C. cover slab. The top end of the electrode shall be 6" above from the bottom C.C. work. Complete in all respect in/c testing & commissioning etc. all per existing samples, choise, design, drawings, directions and ful satisfaction of the consulting architect/Bank Authority. **Note:** 1. Voltage between neutral and earth [Inductive voltage] must be less than 1 volt. 2.The total arrangement must be theft proof as per site condition.	Nos	1		
Sub-Total Amount in Tk. For electrical works =					
E.Furniture & Others Related Works					
1	**Height Cabinet: (Depth-3'-0" H)** Supply,Fitting & fixing of full height cabinet Built-in-self made by 18mm melamine board with best quality hardware materials etc.	sft.	20.00		
2	**Guard Tool:** SS Structure with rexin	NOS	1.00		
3	**PVC DOOR MAT** Supplying, fitting and fixing best quality imported PVC mat [Dust catcher] complete in all respect as per direction of Consultant / Bank Authority.	sft	20.00		
4	**ROLLING SHUTTER (SHEET TYPE) –** Supply, fitting & fixing steel rolling shutter including all necessary consumable accessories. made of strips of imported machine folded G.I. sheet of approved thickness (24/26 SWG) and quality including heavy type MS side channels, concealed locking arrangement and paint finish etc. all complete as per direction and full satisfaction of the Architect /Engineer in charge. The shutter must have atleast 5 Nos. perforated MS sheet panels in the middle of of other channels at the height of 4'-6" to view inside the ATM while locked.	sft	40.00		
	Sub-Total Amount in Tk. For Furniture & Others Related Works =				
	Grand Total =				

Community Bank Bangladesh P.L.C. General Services Division

MAIN ROAD



Police Officers Mess

Eskaton Garden,Ramna,Dhaka.

Managing Director's Secretariat
☐ HO Audit ☐ HO CAD
☐ HO RISK ☐ B Secretary
☐ HO OPS ☐ HO SME
☐ HO CRM ☑ HO GSD
☐ COO ☐ CFO ☐ HO AML
☐ HO Treasury ☐ Ho Retail
☐ HO HRD ☐ HO Legal
☐ HO ICCD ☐ CMO ☐ HO Trade
☑ HO ADC ☐ HO Corporate Banking
☐ HO Cards ☐ HO ICT

বাংলাদেশ পুলিশ অফিসার্স মেস
৩৭/৩/বি, ইস্কাটন গার্ডেন
রমনা, ঢাকা
www.policeofficersmess.com

স্মারক নং মেস/০২-২০২৫/ ৭৫৮ তারিখ ঃ-০৯/১১/২০২৬খ্রিঃ।

প্রতি

ব্যবস্থাপনা পরিচালক
কমিউনিটি ব্যাংক বাংলাদেশ পিএলসি
পুলিশ প্লাজাকনকর্ড (লেভেল-১০, টাওয়ার-২, প্লট-০২, রোড-১৪৪)
গুলশান-১ ,ঢাকা।

বিষয় ঃ পুলিশ অফিসার্স মেসে কমিউনিটি ব্যাংক বাংলাদেশ পিএলসি কর্তৃক ১টি এটিএম মেশিন স্থাপন প্রসঙ্গে।

উপর্যুক্ত বিষয়ের প্রেক্ষিতে জানানো যাচ্ছে যে, রমনা, ঢাকায় অবস্থিত বাংলাদেশ পুলিশ অফিসার্স মেসে বাংলাদেশ পুলিশের উর্ধ্বতন সকল কর্মকর্তাগণ নানাবিধ সুযোগ-সুবিধা গ্রহণ করে থাকেন। দৈনন্দিন আর্থিক কার্যক্রম পরিচালনার জন্য উক্ত অফিসার্স মেসে একটি এটিএম বুথ মেশিন স্থাপন করা অতীব প্রয়োজন। এরই প্রেক্ষিতে গত ১০ সেপ্টেম্বর ২০২৬ তারিখে বাংলাদেশ পুলিশ অফিসার্স মেস রমনা, ঢাকা নির্বাহী কমিটির চেয়ারম্যান জনাব এ কে এম আওলাদ হোসেন, অ্যাডিশনাল আইজি (অ্যাডমিনিস্ট্রেশন), বাংলাদেশ পুলিশ, পুলিশ হেডকোয়ার্টার্স, ঢাকা মহোদয়ের সভাপতিত্বে অনুষ্ঠিত সভায় এটিএমবুথ মেশিন স্থাপনের সিদ্ধান্ত গৃহীত হয়। গৃহীত সিদ্ধান্ত মোতাবেক ইন গেইটের পশ্চিম পার্শ্বে স্থাপনা নির্মানের মাধ্যমে কমিউনিটি ব্যাংক বাংলাদেশ পিএলসি কর্তৃক অনুমোদিত ডিজাইন মোতাবেক এটিএম বুথ মেশিন স্থাপনের প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য অনুরোধ করা হলো।

11/11/26
(আহম্মদ মুঈদ বিপিএম-সেবা)
বিপি-৭৫০৫১১৪১৪৫
অ্যাডিশনাল ডিআইজি
পরিচালক
বাংলাদেশ পুলিশ অফিসার্স মেস ঢাকা
(জ্যেষ্ঠতার ভিত্তিতে নহে)

অনুলিপি সদয় অবগতির জন্য ঃ-

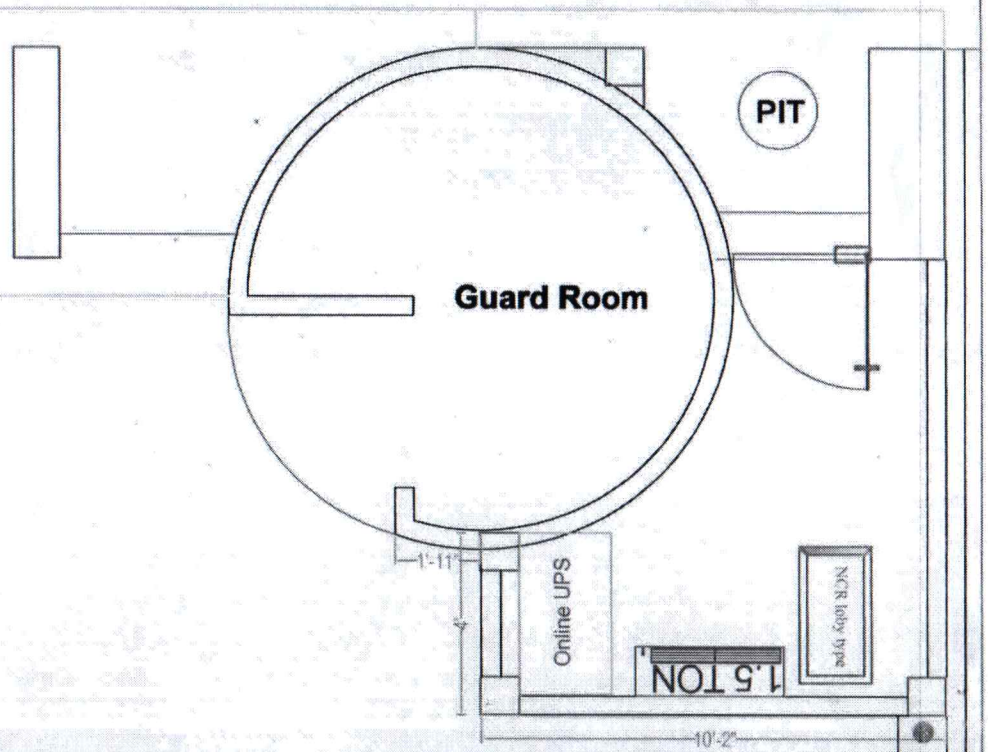
১. সাধারণ সম্পাদক, বাংলাদেশ পুলিশ অফিসার্স মেস রমনা, ঢাকা
২. যুগ্ম সম্পাদক, বাংলাদেশ পুলিশ অফিসার্স মেস রমনা, ঢাকা
৩. সহকারী পরিচালক, বাংলাদেশ পুলিশ অফিসার্স মেস, ঢাকা
৪. হেড অফ এডিসি, কমিউনিটি ব্যাংক বাংলাদেশ পিএলসি, পুলিশ প্লাজাকনকর্ড, গুলশান-১ ,ঢাকা
৫. পিএ টু অ্যাডিশনাল আইজি (অ্যাডমিনিস্ট্রেশন), পুলিশ হেডকোয়ার্টার্স, ঢাকা
৬. অফিসকপি

Community Bank Bangladesh PLC. GSD, Head Office, Dhaka

RECEIVED
01 NOV 2026
MD's Secretariat
Community Bank Bangladesh PLC.

MAIN ROAD

Entry



Md. Mamun ur Rahman
FAVP, Head of Alternative Delivery Channel &
Head of MD's Coordination Team
Community Bank Bangladesh PLC.

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

Shamsul Haque Sufyani
Managing Director (Current Charge)
Community Bank Bangladesh PLC.

Police Officers Mess

Eskaton Garden,Ramna,Dhaka.

Proposed Police Officers Mess ATM Booth, Ramna



