

E- Tender

Bangladesh Youth Leadership Center (BYLC), the country's first leadership institute, exists to build connections among youth from diverse backgrounds, equip them with leadership skills, and enable them to have a high impact in the public, private, and civil sectors. BYLC requests listed capable and reputed vendor(s) to submit the best quotation for the below item(s).

Purchasing Entity	Bangladesh Youth Leadership Center (BYLC)	E-Tender No:	24-01/02
Source of Fund	BBLT & BBLTJ EKN Phase II	Procurement Category	Gift items
Department:	SDP	Published on	January 30, 2024
Address	BYLC HQ, Medona Tower (Level 12), 28 Mohakhali C/A, Dhaka 1213	Submission Deadline	February 05, 2024
Delivery Place	BYLC HQ.		

Goods/service(s)	Description/ specification	Quantity	Note
Medal with Ribbon	Heavy metal medal with ribbon. As per the sample.	850	Medal for runners with ribbon.
T-shirt	T-shirt - as per sample. for runners and organizers. (3 designs)	1300	(1000 for runners and guests and 300 for organizers)
Bib (sticker)	8" X 4", cloth media, 4 color print. A Bib Sticker will be posted on the t-shirt. As per the sample.	860	Sticker with BIB to fix
Wrist band	Three colored wristbands for runners. Red, Orange, Green.	2190	620 green wristbands, 800 red wristbands, 770 orange wristbands

Terms & Conditions:

Quotations are to be submitted on the date: 05-01-2024 and time: 02:30 PM

a) Quotations to be submitted through the mail (etender@bylc.org) or submit

sealed quotations at Medona Tower (Level 12), 28 Mohakhali C/A Dhaka 1212, BYLC. For further information and guidelines please email etender@bylc.org.

b) Product Delivery Date and Place:

Lot No.	Item Name	Quantity	Date	Location
Lot-1	All Items	All quantity	28-11-2023	Medona Tower (Level 12), 28 Mohakhali C/A Dhaka 1212, BYLC.

c) Warranty: N/A

d) Inspection:

Inspection will be carried out by the concerned technical person before receiving the goods which will be ensured by the respective program of BYLC (If required).

e) Sample:

1. Successful bidder may be required to make an approved sample from the concerned program before delivery. In case of sample submission, sample(s) must be returned within 7 working days from email notification. Otherwise, sample(s) will be disposed of. /
2. Sample(s) of the item(s) must be submitted on/before the submission deadline to the respective procurement staff on weekdays from 9.00 AM to 3.00 PM.

f) Offer Validity: 30 days from the date of submission.

g) Evaluation: Evaluation will be done based on individual Lot.

h) Payment: Payment will be transferred to your company bank account directly within 30 days after satisfactory delivery and a notation on the delivery challan by the recipient (with name, designation & and date). The supplier must mention his A/C Name, Account No., Bank Name, Branch Name, and e-mail address in the Invoice / Bill through a seal. The supplier must provide Mushok 6.3 along with the bill as per govt. rules.

i) Partial Payment against partial delivery is allowed.

j) Alternative Offer: Alternative offer will not be accepted

k) Only one organization can participate in the bidding process under the same proprietorship or family. If more than one organization is under the above condition both organizations will be termed as non-responsive

- l) During the participation** in any tendering/enlistment process, if any vendor provides fake documents, they will be banned from business with BYLC for certain years as per BYLC Policy.

Other Terms & Conditions

- a.** The liquidated damage should be 0.5% per week or part thereof delayed

until actual delivery, up to a maximum deduction of 5% of the contract price.

b. Income Tax and VAT will be deducted at source as per Govt. rules, if applicable.

c. Following Documents are to be submitted (for non-enlisted bidders):

SL	Particulars	Applicable/N ot applicable
1	Copy of Trade license	Applicable
2	TIN Certificate	Applicable
3	BIN Certificate	Applicable
4	Up to date Tax Certificate / Payment receipt	Applicable

d. BYLC reserves the right to accept or reject any or all quotations/tenders without assigning any reason whatsoever.

e. For any further clarification any bidder may contact 01520101502, or email mehedi.hasan@bylc.org and sidrath.hasan@bylc.org

Award Notification:

Only the successful bidder will be notified.

Thanking You.

Regards,

Sidrath

Sidrath Hasan
Executive, SCM

Mobile: +8801911694089 / +8801958447279
Bangladesh Youth Leadership Center (BYLC)
Medona Tower (Level 12), 28, Mohakhali C/A, Bir Uttam AK Khandakar Sarak,
Dhaka-1212