

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	BYLC/E-Tender/BBLT & BBLTJ Phase II/2501-01
Source of Fund	Donation	Procurement Category	Branding, Food
Project/Program Name	BBLT & BBLTJ, Phase II	Published On	January 13, 2025
Address	House 113 (Level 4), Road 10, O.R. Nizam Road R/A, GEC, Chattogram	Submission Deadline	January 18, 2025
Delivery Place	Chittagong Officers Club		

Goods/service(s)	Item Specifications	Quantity
Start/End gate and countdown timer	26' x 16' and stand width 2.5' with three side branding and countdown timer	1
Start line ribbon	26' x 8"	1
End line ribbon	26' x 8"	1
Start line floor banner	26' x 8'	1
Standee	8' x 4' with wooden frame and base	25
Registration booth	8' x 4' backdrop with wooden frame, base, lights and 5 tables	5
Photo booth (inside venue)	16' x 8' backdrop with wooden frame with 6" platform and carpet (according to our theme color)	1
Sound system	2 pair sound system with 4 cordless microphones	1
Stage	24' x 12' backdrop with wooden frame, lights and carpet (according to our theme color)	1
Stage wings	4' x 12' with wooden frame and lights	2
Stage front fascia	26' x 22" with wooden frame	1
Plastic chair	Plastic chair with white cover and ribbon	300
Hydration point	8' x 8' backdrop with wooden frame and 2 tables	2
Photo booth (roadside)	4' x 8' cutout with wooden frame and carpet (according to our theme color)	1

Goods/service(s)	Item Specifications	Quantity
Placard	16' x 11' sticker print in 3 mm board with 8" stand	10
Registration Booth front facing with reg booth number	3' x 5' sticker print in 3/5 mm board attached with the table	3
Front facing for medical booth and hydration point	3' x 5' sticker print in 3/5 mm board attached with the table	3
Breakfast box front cover	BYLC branding in front page and four side of the front cover	400
Breakfast box	1 pcs cheese sandwich, 2 pcs dates, 1 pcs large size banana, 1 pcs boiled egg, SMC electrolyte drinks, tissue paper	400
Water supply	25 water jars with 15 dispensers and 1200 paper cup (medium size)	1
Dinner for organizers	Fried rice, chicken masala roast, chinese vegetables, water and spoon	60
Documentation	Videography and Photography (3 Cinematographer, 1 Drone, 5 Photographer, 30 minutes closing ceremony event videography and 1 Event highlights 3-5 minutes postproduction)	1
Vehicle Rental	1 microbus for multiple times pickup and drop off for organizers and volunteers and logistics carry purpose (10 PM, February 6 – 11 AM, February 7)	1

Additional Notes:

- You are requested to submit the quotation with **company seal and signature** along with a copy of **Company registration/ Trade license, TIN certificate, BIN certificate, up to date Tax Certificate / Payment receipt**. If the quotation(s) submit any false/incorrect or fake document then the submitted bid may be rejected and the company may get blacklisted.
- Quotations to be submitted through the mail (etender@bylc.org) by **Saturday, January 18, 2025**
- 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)
- 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.
- Payment will be transferred to your company bank account directly within 21 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, Routing No., 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
- VAT and AIT need to be included in the total quoted price. VAT and AIT will be deducted at source as per Govt. rules, if applicable.

- All printing media materials must be in black PVC.
- BYLC reserves the right to accept or to reject any or all quotations without giving any reason or whatsoever.
- For any further clarification any bidder may contact 015 1970 1970, or email akib@bylc.org keep cc habibullah@bylc.org
- Validity period must be included in the quotation
- Only the successful bidder will be notified

Thank you!

Regards

Akib Bin Hossain

Akib Bin Hossain
Operations and Administration
Bangladesh Youth Leadership Center
House No 113 (Level 4), Road No 10, O.R. Nizam Road R/A,
GEC Circle, Chattogram, Bangladesh