

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/CTG/e-tender/EKN-2/240201
Source of Fund	Donation	Procurement Category	Branding
Project/Program Name	BBLT & BBLTJ, Phase II	Published On	February 19, 2024
Address	House 113 (Level 4), Road 10, O.R. Nizam Road R/A, GEC, Chattogram	Submission Deadline	February 21, 2024
Delivery Place	Chittagong Officers Club		

Goods/service(s)	Item Specifications	Quantity
Start/End Gate with countdown timer	Start/End Gate (width 26', height 16', and stand width 2.5') with three side branding and countdown timer	1
Start and End line ribbon	26' × 8"	2
Start line floor banner	26' × 8'	1
Standee	8' × 4' with board frame and base	25
Registration booth	8' × 4' backdrop with board frame and base and lights and table	5
Photo booth	16' × 8' backdrop with board frame with 6" platform and carpet	1
Sound system	2 pair sound system with 4 cordless microphones	1
Stage and Wings	26' × 12' backdrop with board frame with carpet and lights and stage wings 4' × 12' with lights	1
Stage front cover	Stage front cover 26' × 2'	1
Plastic chair with white cover		300
Crest	Crystal made, Size: 8.5" × 5.5" Without base (size: 5" × 1.25" wooden), thickness 10 mm. Screen print. with a red velvet box. (Box size: 10.5" × 6.5")	10
Hydration point	8' × 8' backdrop with board frame and table	2
Documentation	Videography and Photography (2 Cinematographer, 1 Drone, 3 Photographer & 1 Event highlight post production)	1
Vehicle Rental	Pickup and drop off for organizers and volunteers and logistics carry purpose	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 **Wednesday, February 21, 2024**
- 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 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
- 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.
- 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 and habibullah@bylc.org
- Validity period must be included in the quotation
- Only the successful bidder will be notified

Thank you!

Regards

Akib Bin Hossain

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Operations and Administration
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