

Invitation for 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).

Procuring Entity	Bangladesh Youth Leadership Center (BYLC)	Tender ID no:	BYLC/e-tender/EKN-2/ 2307-01
Source of Fund	Donation	Procurement Category	Venue Branding, Transportation & Food
Project/Program Name	BBLT & BBLTJ phase 2 (EKN)	Published On	July 17, 2023
Address	Medona Tower (Level 12), 28 Mohakhali C/A, Dhaka 1212	Submission Deadline	July 23, 2023
Delivery Address	BYLC Chattogram		

Item Name	Item Specification (add attachment for technical specification if required)	Quantity required	Unit Price (BDT)	Total Price (BDT)	Remarks
Venue Branding	Start and End Floor Banner 26"X8"	2			
	Standee 8'X4'	30			
	Backdrop with Table 8'X4' (3 Registration booth, 1 Medical booth)	3			
	Photo Booth 16'X8' (1 pc with 3" platform and carpet)	1			
	Hydration point with backdrop 8'X8' with 2 tables	3			
	25 water jars with 15 dispensers with 1000 paper cup	1			
	Sound System 1 pair	1			
	Start/End Gate with countdown timer	1			
	Plastic chair with white cover	250			
	Stage 26'X12' with red carpet with cutout below stage	1			
	Winner's crest (cristal)	10			

	Winning Stage Box (12", 18" and 24" high)	1			
Transportation	Microbus (Thursday 11 pm– Friday 11 am)	2			
Documentation	Videography & Photography 2 Cinematographer, 1 Drone, 3 Photographer & 1 Event highlight post production	1			
Food	Breakfast Box with BYLC branding sticker (Cheese sandwich, 2 pcs dates, banana, boiled egg, SMC electrolyte drinks, tissue paper)	400			
	Dinner for organizers (Fried rice, Chinese vegetables, Chicken roast)	75			
Total					

Additional notes

1. The branding will be as per the design provided by BYLC.
2. This is an online tender, while only e-Tender will be accepted, no offline/hard copies will be accepted.
3. You are requested to submit the quotation with company seal and signature along with a copy of company registration and VAT registration document online at <https://bylc.org/etender.html>
4. If the tenderer(s) submit any false/incorrect or fake document then the submitted tender may be rejected and the company may get blacklisted.
5. BYLC reserves the right to accept or to reject any or all quotations without giving any reason or whatsoever.
6. Only shortlisted bidders will be called for presenting detailed documents and negotiation.
7. VAT & AIT need to be included in the total quoted price.
8. Validity period must be included in the quotation.

Regards,



Md. Shahriar Kamal
Executive, Procurement