

Invitation for Tender (IFT) Purchase of Branding Logistics

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 high impact in public, private, and civil sectors. All our efforts aim to strengthen prosperity, justice, and inclusiveness in societies worldwide. So far, BYLC has trained about 4,000 high school, college, and university students through its different programs and many of its alumni are now exercising leadership in different sectors in Bangladesh and around the world.

BYLC is hereby requesting Invitations for Tender (IFT) for the interested and experienced national supplier/authorized dealer/manufacturers for the supply of branding logistics at Hatirjheel project area for the event titled 'BYLC Running with Purpose' on August 2, 2019, as per the required specifications.

Procuring Entity	Bangladesh Youth Leadership Center (BYLC)	Tender ID No	ET/MJF/000014-2019
Source of Fund	MJF/UKAID	Tender Category	Branding Logistics
Project/Program Name	Youth Leadership for an Inclusive and Prosperous Bangladesh	Published On	June 23, 2019
Address	Plot 3 Road 20 Block J Baridhara 1212	Submission Deadline	July 15, 2019

Item Details

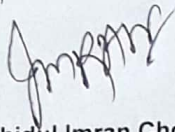
SN	Item Name	Quantity	Description	Remarks
1.	Tent	1	As per agreed upon measurement	Measurement and placement will be decided after site visit
2.	Gate	1	As per agreed upon measurement	Measurement, placement, and material will be decided after site visit. We're looking for customized design
3.	Registration booth	5	Customized table, front branding through wooden/pre-fabricated frame with black PVC print, Backdrop, carpet	Measurement and placement will be decided after site visit. Design will be provided
4.	Flag with stand	150	Color: 4 with logo and thematic message printed Fabric: Flag cloth	Measurement and placement will be decided after site visit. Design will be provided
5.	Stage	1	As per agreed upon measurement and dimension	Measurement and placement will be decided after site visit

6.	Backdrop	1	As per agreed upon measurement	Measurement will be decided after site visit
7.	Generator (rent)	1	As per requirement	Power generation capacity will be decided after site visit
8.	Photobooth	1	Including backdrop, base, carpet, lighting, and different sizes of props	Measurement and placement will be decided after site visit
9.	Sound system	1	As per requirement	Specifications will be decided after site visit
10.	Banner	6	As per agreed upon measurement	Measurement and placement will be decided after site visit
11.	X-banner	10	As per agreed upon measurement	Measurement and placement will be decided after site visit
12.	Standee	22	Size: W 4 ' X H 8' Material: Wooden board, base with PVC print (black media), paint with all accessories complete.	Placement will be decided after site visit
13.	Start/end marker	2	As per requirement	Measurement and placement will be decided after site visit
14.	Traffic cone	40	As per sample	Please collect the sample from BYLC Headquarters
15.	Water station	2	As per requirement	Measurement and placement will be decided after site visit
16.	Washroom (Rent)	1	Portable (disability friendly, comfortable, convenient sanitation) washroom with water tank	Placement will be decided after site visit
17.	Lights (Halogen)	30	As per requirement	Placement will be decided after site visit

N.B.

1. This is an online tender, where only e-Tender will be accepted, no offline/hard copies will be accepted
2. Validity period must be mentioned in the quotation
3. AIT must be included in the total quoted price
4. VAT and service charge (if applicable) must be mentioned separately in the quotation
5. Quotation must be submitted with company seal and signature of a authorized person along with a copy of your company registration and vat registration document online at <http://bylc.org/e-tender>
6. If the Tenderer(s) submit any false/incorrect or fake document then the submitted tender may be rejected and the company may get blacklisted
7. BYLC reserves the right to accept or to reject any or all quotations without giving any reason or whatsoever
8. Only shortlisted bidder will be called for presenting detailed documents and negotiation
9. For further information and guidelines please email at etender@bylc.org
10. **SAM Verification:** Companies or organizations, whether for-profit or non-profit, shall be requested to provide a SAM (System for Award Management) verification if selected to receive an award in response to this RFQ. If the Offeror does not have SAM verification and is unable to obtain one before proposal submission deadline, offeror shall include a statement noting their intention to register for SAM verification should it be selected as the successful offeror or explaining why registration for SAM verification is not possible. Contact through this weblink to obtain SAM verification: <https://sam.gov>
11. If any tenderer wishes to attend the opening and pre-tender meeting, you're requested to present at Police Plaza, Hatirjheel Project or BYLC HQ

Regards,



Md. Touhidul Imran Chowdhury
Sr. Manager, Operations and RME
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