

Subject : Sealed quotations are invited for printing Debit Card Envelope and Credit Card Statement for Prime Bank PLC.

Dear Concerned,

You are requested to submit quotation in sealed envelope in your company letter head pad for printing of Debit Card Envelope and Credit Card Statement on the basis of following specifications and terms & conditions:

Specification :

SL. No.	Items Name and Specifications	Quantity	Rate (Including AIT & Excluding VAT as per Govt. policy)	Amount (Tk.) (Including AIT & Excluding VAT as per Govt. policy)
1	<p><u>Debit Card Window Envelope</u> Size : 8.67" x 4.50" Paper : 300 GSM Swedish Board Color : 04 color one side printing Lamination : One side Matt & Spot Others : Both side gum tape & perforation on flap (mouth of envelope), windows silipon 10 mm, Solution pasting and as per sample. Packing : 100pcs./ packet & 500pcs.per box/carton.</p>	60,000 pcs		
2	<p><u>Credit Card Statement</u> Size : 11.69" x 8.27" Paper : 100 gsm. Offset partex/papertech Color : 04 color front side and back side single color printing Packing : 100 sheets./ ban & 500 sheets/packet.</p>	10,000 pcs		

Sample of the item may be seen from Prime Bank PLC., Administration Division, Head Office, Prime Tower (10th Floor), Plot No.35 & 08, Airport Road, Nikunja - 2, Khilkhet C/A, Dhaka-1229 on or before January 22, 2025 by 11.00 a.m.

Contact Person: Md. Noman Sarker, Cell : 01313476850

Delivery place : Delivery must be made of the said item to Simple Tree Anarkali (7th Floor), Gulshan Avenue, Dhaka- 1212 at your own cost and responsibility.

Following papers/documents must be enclosed with the quotation:

- Valid Trade License
- Must Have Updated/Valid VAT and TIN/BIN Certificate.
- VAT Registration Certificate




Facility Management Division

- iv. Bank Solvency Certificate
- v. Press Declaration Document
- vi. Experience Certificate Of Similar Job (If Available).

It may be mentioned here that sealed quotation along with paper sample shall have to be submitted in the tender box kept at Facility Management Division, Head Office, Prime Bank PLC., Prime Tower (Ground Floor, Central Dispatch) Plot No.35 & 08, Airport Road, Nikunja-2, Khilkhet C/A, Dhaka-1229 on **January 22, 2025 by 03.00 p.m.** and clearly marked "**Debit Card Envelope and Credit Card Statement**" on the top of the envelope. The quotation will have to be validated for next 3-months from sample approval date.

Machine Proof must be submitted to Administration Division.

AIT shall be applicable as per Govt. policy.

The Bank reserves the right to accept or reject any or all the offers in full or part with or without assigning any reason whatsoever and Bank shall not be under any obligation to accept the lowest quotation.

Regards,



Tanveer Ahamed
Asst. Vice President
Procurement - FMD

