

Facility Management Division

Prime/HO/FMD/RFQ/2025/299

May 12, 2025

Subject : Sealed quotations are invited for printing 07 (seven) types Account Opening Forms for Prime Bank PLC.

Dear Concerned,

You are requested to submit quotation in sealed envelope in your company letter head pad for printing of 07 (seven) types Account Opening Forms on the basis of following specifications and terms & conditions:

Specification :

SL. No.	Items Name and Specifications	Quantity	Unit rate (Excluding VAT & Including Tax)	Total (Excluding VAT & Including Tax)
1	<u>Personal Fixed Deposit Account Opening Form</u> Size : 11.69" X 8.50" Paper : 100 gsm. Partex premium/Papertech Color : 04 color front side and 01 color back side Binding : Pad Binding (50 forms each pad)	150,000 pcs		
2	<u>Prime Hasanah Term Deposit Account Opening Form</u> Size : 11.69" X 8.50" Paper : 100 gsm. Partex premium/Papertech Color : 04 color front side and 01 color back side Binding : Pad Binding (50 forms each pad)	50,000 pcs		
3	<u>Personal Savings Scheme Account Opening Form</u> Size : 11.69" X 8.50" Paper : 100 gsm. Partex premium/Papertech Color : 04 color front side and 01 color back side Binding : Pad Binding (50 forms each pad)	150,000 pcs		
4	<u>Prime Hasanah Savings Scheme Account Opening Form</u> Size : 11.69" X 8.50" Paper : 100 gsm. Partex premium/Papertech Color : 04 color front side and 01 color back side Binding : Pad Binding (50 forms each pad)	50,000 pcs		
5	<u>Prime Personal Account Opening Form</u> Size : 11.69" X 8.27" Paper : 100 gsm. offset partex premium/papertech Color : Four color both side Packing : Pad Binding (50 forms each pad)	150,000 pcs		
6	<u>Prime Personal Hasanah Account Opening Form</u> Size : 11.69" X 8.27" Paper : 100 gsm. offset partex premium/papertech Color : Four color both side Packing : Pad Binding (50 forms each pad)	50,000 pcs		



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7	Fixed Deposit Account Opening Form Non Personal Size : 11.69" X 8.27" Paper : 100 gsm. offset partex premium/papertech Color : Four color both side Packing : Pad Binding (50 forms each pad)	7,000 pcs		
Grand Total				

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 **May 18, 2025** by 11.00 a.m.

Contact Person: Mr. Md. Noman Sarker, Cell: +880 1313476850

Delivery place : Delivery must be made of the said item to Bashabo Store, Hossain Tower (4th Floor), Plot No. 220, Holding No. 60 & 61, Ward No. 04, South Bashabo, Dhaka at your own cost and responsibility.

Following papers/documents must be enclosed with the quotation:

- Valid Trade License
- Must Have Updated/Valid TIN and BIN Certificate.
- VAT Registration Certificate
- Bank Solvency Certificate
- Press Declaration Document
- Experience Certificate of Similar Job (If Available).

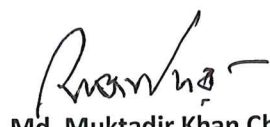
It may be mentioned here that sealed quotation along with paper sample shall have to be submitted in the tender box kept at Facility Management Division, Head Office, Prime Bank PLC., Prime Tower (Ground Floor, Central Dispatch) Plot No. 35 & 08, Airport Road, Nikunja-2, Khilkhet C/A, Dhaka-1229 on **May 18, 2025 by 03.00 p.m.** and clearly marked "**07 types Account Opening Form**" on the top of the envelope. The quotation will have to be validated for next 3-months from sample approval date. **Any quotation send vide mail will not be acceptable.**

Machine Proof must be submitted to Administration Division.

VAT, Income Tax etc. shall be applicable as per Govt. rules.

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,


Md. Muktadir Khan Chowdhury
Head of FMD

