

Tender Reference# MMBPLC/HO/CSD/RFQ/2026/03/093

Tender Title- Request for Quotation (RFQ) for Sub-Staff Uniform for Modhumoti Bank PLC.

Dear Sir,

Quotation (BOQ attached herewith) is hereby invited for supply of Sub-staff uniform from reputed companies i.e for supply of

- i) Full Sleeve Shirt with Modhumoti Bank PLC. LOGO (for male),
- ii) Pant (formal) (male),
- iii) Apron with Modhumoti Bank PLC. LOGO (female)
- iv) Shoes (Lace free) (male)
- v) Shoes (Lace free) (female)
- vi) Socks (Cotton) (male & female)

at Modhumoti Bank PLC.

Mentionable that based on your quoted price as well as subsequent agreed price (if any), the said items will be purchased for next 06 (Six) Months after Bank's confirmation.

Other terms, conditions and mode of payment will be as under:

- ✓ All price/ rate should be inclusive of Carrying Charge, Tailoring Cost and related Materials, VAT and Tax which will be deducted from source during payment of final bill after satisfactory completion of the works.
- ✓ Quoted price must include delivery, installation and commissioning charges.
- ✓ Delivery lead-time must be mentioned in the offer.
- ✓ The quantity may increase/decrease as per the requirement of the Bank.
- ✓ Measurement will be collected centrally by the vendor.
- ✓ Delivery will be made through the Bank's nominated courier company.
- ✓ Design & Sample: As per the Banks's approved samples.
- ✓ In the event of supply of any items, which do not match with the required specification, quantity or sample's quality or is of substandard quality, the Bank reserves the right for outright rejection of the goods, and the supplier will have to take back those at their own cost and will replace with acceptable quality within 30 (thirty) days from the date of rejection.
- ✓ Mode of payment is to be mentioned in the offer. Modhumoti Bank PLC. discourages advance payment if not necessary.
- ✓ Complete proposal/offer must be signed with date by the authorized representative of the company.
- ✓ Proposal must be addressed for "**Chairman Purchase Committee**" of Modhumoti Bank PLC.
- ✓ Proposal/Offer is to be submitted in sealed envelope, which will be dropped in the Tender Box kept at the Central Dispatch at Head Office address by 4:00 PM on March 31, 2026 and be clearly marked "**Quotation for Sub-Staff Uniform for Modhumoti Bank PLC.**" at the top of the envelope.
- ✓ Modhumoti Bank PLC. reserves the right to accept or reject the Proposal/Offer without assigning any reasons thereof.
- ✓ Manipulation or any kind of unusual approach or failure to submit the proposal/offer within stipulated time frame will be treated as "Disqualification" to attend in the bidding.

Please, Financial Offer Must be submitted as per the format attached herewith.

Only relevant Vendors whose scope of works does not match with the said job need not to submit their offer.

Regards



(S.M. Shahin Iqbal)

Member Secretary, Purchase Committee
VP & Head of CSD



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FINANCIAL OFFER FORMAT (for Sub-Staff Uniform)

SL.	Category	Gender Male/Female	Detailed Feature Description	Quantity in pcs./pair	Unit (Fabric Tailoring Others)	Price + +	Total Cost (including VAT & Tax)
1.	Full Sleeve Shirt with Modhumoti Bank PLC. LOGO	Male	Colour – White Fabric – Stitch Cotton	151 x 4 (pcs) = 604			
2.	Pant (formal)	Male	Colour – Black Fabric - Raymond	154 x 4 (pcs)= 616			
3.	Apron with Modhumoti Bank PLC. LOGO	Female	Colour – White Fabric - Stitch Cotton	3 x 4 (pcs) = 12			
4.	Shoes (Lace free)	Male	Colour – Black Brand – to be mentioned by the bidder	151 x 2 (pair) = 302			
5.	Shoes (Lace free)	Female	Colour – Black Brand – to be mentioned by the bidder	3 x 2 (pair) = 6			
6.	Socks (Cotton)	Male & Female	Colour – Black Brand – to be mentioned by the bidder	154 x 4 (pair) = 616			
TOTAL =							


