

## NOTICE INVITING TENDER

**State Bank of India, Dhaka Branch**, invite sealed tenders from the reputed Interior Designers of Bangladesh for designing and decoration for Phase – 1 renovation of SBI Motijheel Sub- Branch. Detail Terms and condition, Tender details, Bill of Quantity(BOQ) and proposed Design can be downloaded from our official website, i.e. <https://bd.statebank/notice>.

Both Technical and Financial bids along with all related papers may be submitted between **31.05.2024** (10:00 AM) and **05.06.2024** (02:00 PM) to following address:

CHIEF EXECUTIVE OFFICER  
STATE BANK OF INDIA, DHAKA BRANCH  
Anabil Tower (1<sup>st</sup> Floor), Gulshan Avenue, Gulshan 02, Dhaka - 1212  
Contact person: Md. Maksudur Rahman, Cell: 01325074236 (10:00 am to 06:00 pm)  
Pre-Bid Meeting Date: **03.06.2024** (11:00 AM)

## Annexure-I

**State Bank of India, Dhaka Branch**, invite sealed tenders from the reputed Interior Designers of Bangladesh for designing and decoration for Phase – 1 renovation of SBI Motijheel Sub- Branch.

Detail Terms and condition, Tender details, Bill of Quantity(BOQ) and proposed Design can be downloaded from our official website, i.e. <https://bd.statebank/notice>.

The Financial bid along with mandatory documents viz. Experience certificate / summary of activity, Valid Trade license, ETIN, and price quotation must be sent in a sealed cover, duly super scribed as “Tender for Interior designing and decoration for Phase – 1 renovation of SBI Motijheel Sub- Branch” to this office on the given date & time on the address given as below.

**TENDER/REQUEST FOR PROPOSAL (RFP) TO BE SUBMITTED  
BETWEEN 31.05.2024 (02:00 PM) and 05.06.2024 (02:00 PM)**

ADDRESSED TO:

CHIEF EXECUTIVE OFFICER

STATE BANK OF INDIA, DHAKA BRANCH

Anabil Tower (1<sup>st</sup> Floor), Gulshan Avenue, Gulshan 02, Dhaka - 1212

Contact person: Md. Maksudur Rahman, Cell: 01325074236 (10:00 am to 06:00 pm)

Financial bid to be submitted as per prescribed format in a separate envelop and to be kept inside the main envelop.

State Bank of India will not be liable for any delay arising out of any reason even in case of postal delay, while submitting the Tender application.

A pre-Bid meeting will be conducted at Anabil Tower (1<sup>st</sup> Floor), Gulshan Avenue, Gulshan 02, Dhaka - 1212 on : **03.06.2024** (11:00 AM). Tentative date for opening of tender, evaluation and vendor selection is on 06.06.2024. SBI reserves the right to reject any or all the offers without assigning any reasons whatsoever. SBI will not entertain any further correspondence with the companies who are declared unsuccessful. For further clarification, if any, please contact the following:

Mr. Md. Maksudur Rahman, Deputy Chief Executive Officer

E-mail [dceo.dhk.bd@statebank.com](mailto:dceo.dhk.bd@statebank.com)

## Eligibility Criteria :

- The applicant company should be in the business of Interior Designing for the past minimum 3 years (Please attach certificates & testimonials). Preference will be given to those companies having prior experience of designing and decoration of retail branches of reputed commercial Bank's in Bangladesh. Company should be registered in Bangladesh under applicable laws.
- The company should have a minimum average Annual Turn Over of BDT 1.00 crore in the past three financial years i.e. 2020-21, 2021-22, 2022-23.
- The company must have all original statutory documents to handle such business of Interior Designing.
- **Relevant documents duly signed by the company's authorized signatory should be attached for all of the above- mentioned criteria.**

The Authority reserves the right to -

1. Explain or clarify the terms of this tender notice in its own way,
2. Bring necessary changes in the notice
3. Increase or decrease the tender quantity
4. Reject the lowest
5. Reject any or all bids
6. Select any bidder deems fit and proper by them
7. Design could be changed partially at the time of implementation, as per suitability of premises.

State Bank of India can perform all the above things without assigning any reason. The bidder / supplier shall have no right to challenge the decision of the bank authority in any court of law or to any arbitrator.

L1 will be selected through least cost method among bidders who will be cleared by the screening committee. However, bidders must fulfill the qualifying criteria described in the RFP.

## **Others Terms & Condition:**

- Financial Bid to be submitted item wise as per BOQ enclosed. Bidder must also specify the brand & country of origin of each of the items. Bidders to also undertake that all specified material will be procured from Factory / Authorized dealers only & original money receipts to be deposited while clearing the bills.
- While evaluation of the bids, quality of the items will be given due weight age alongside price. A bidder may be rejected at any stage if found to be providing below average materials.
- Design diagram will be shared with the L1 bidder after signing Non-disclosure agreement with Bank. L1 bidder must be ready to deploy the items as per BOQ at short notice and the designing must be completed as per specification within a reasonable time.
- Repair / Replacement warranty on electrical/ electronic items & furniture items for minimum 1 year & 3 years respectively to be provided.

## **Selection Process:**

- a. Minimum qualifying score for technical bids is 15 out of 40. The envelop containing the price Bid(s) of only those Bidders, who are short-listed after technical evaluation, would be opened.
- b. All price bids which are higher than 20% of the lowest price bid amongst technically qualified Bidders will not be considered for further evaluation of L1 Bidder.
- c. Bids will be evaluated as per Combined Quality Cum Cost Based System. The technical bids will be allotted weightage of 20% while price bids will be allotted weightage of 80%.

A Combined score "Score (S)" will be arrived at after considering the price bid and the marks obtained in technical evaluation with relative weights of 80% for price bid and 20% for Technical Bid according to the following formula:

$$\text{Combined Score of A} = 20 \times \frac{\text{Technical Bid Score of A}}{\text{Highest Technical Score}} + 80 \times \frac{\text{Lowest Price Bid}}{\text{Price Bid of A}}$$

- d. The company which will be selected for awarding contract will be intimated individually by post/e-mail. SBI reserve the right to reject any or all the offers without assigning any reasons whatsoever. SBI will not entertain any further correspondence with the companies who are declared unsuccessful.

**Documents Required:**

<b>Sl. No</b>	<b>Items</b>	<b>Parameters</b>	<b>Requirement</b>
1.	Technical Score	Company profile with management details	Mandatory
		Valid Trade License	Mandatory
		TIN Certificate	Mandatory
		BIN Certificate	Mandatory
		Company By-Laws (MOA, AOA, Certificate of Incorporation)	Mandatory
2.	Turn Over	Last 3 Years Balance Sheet	Mandatory
		Income Tax Return with Schedule 10 & 10B	Mandatory
		Proof of submission of returns (latest)	Mandatory
3.	Experience	Certificate from Bank's / FI's evidencing client satisfaction certificates	Mandatory
		Client List (with experience of job completion certificate)	Mandatory