GOVERNMENT OF THE PEPOLE'S RE-PUBLIC OF BANGLADESH

BANGLADESH SECURITY PRINTING PRESS

DEPARTMENT OF PRINTING & PUBLICATIONS
(MINISTRY OF PUBLIC ADMINISTRATION)
TEJGAON, DHAKA.

TENDER DOCUMENT FOR THE PROCUREMENT OF SENSITIZED SECURITY CHEQUE PAPER (CBS-1) ON CFR, ICD KAMALAPUR, DHAKA, BANGLADESH BASIS.

INVITAION TENDER NO.: 05.84.0000.014.07.016.23-24/803

ISSUED ON : 07/02/2024

Price of Tender Schedule : Tk. 1,000.00 (One Thousand) Only.
(Non-Refundable)

GOVERNMENT OF THE PEPOLE'S RE-PUBLIC OF BANGLADESH

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DEPARTMENT OF PRINTING & PUBLICATIONS
(MINISTRY OF PUBLIC ADMINISTRATION)
TEJGAON, DHAKA.

Bangladesh Security Printing Press Tejgaon, Dhaka-1208

Memo No. 05.84.0000.014.07.016.23-24/803 Date: 07/02/2024

International Tender Notice

Sealed tenders are hereby invited from the Manufacture/Principal/Local Agent for purchase of the following item for Bangladesh Security Printing Press. The tender documents should be read and filled up carefully, so that the offered complies with the tender documents. Conditional or alternative offer shall not be evaluated.

1	Ministry/Division	Ministry of Public Administration
2	Agency/Department	Department of Printing & Publications, Tejgaon, Dhaka.
3	Procuring Entity Name	Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka.
4	Procuring Entity Office	Bangladesh Security Printing Press, Tejgaon, Dhaka.
5	Procuring Entity District	Dhaka.
6	Invitation for	Procurement of 1,750 Reams Sensitized Security Cheque Paper (CBS-1) 95.0 gsm (±5%), Size: 584mm × 457mm (23"×18")
7	Invitation Ref. No	05.84.0000.014.07.016.23-24/803
8	Date	07/02/2024
KEY INFORMATION		
9	Procurement Method	Open Tendering Method (OTM), Inernational.
FUNDING INFORMATION		
10	Budget and Source of Funds	Revenue Budget (GOB).
PARTICULAR INFORMATION		
11	Tender Package Name	Procurement of 1,750 Reams Sensitized Security Cheque Paper (CBS-1) 95.0 gsm (±5%), Size: 584mm × 457mm (23"×18")
12	Tender Publication Date	08/02/2024
13	Last Date and Time for Selling Tender Document	Date: 21/03/2024 Time: 3:00 PM (BST)
14	Tender Closing Date and Time	Date: 24/03/2024 Time: 1:00 PM (BST)
15	Tender Opening Date and Time	Date: 24/03/2024 Time: 2:00 PM (BST) (Office of the Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka).
16	Name & Address of the offices	Address:
	- Selling Tender Document (Principal)	Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka.
	- Selling Tender Document (Others)	1. Director General, Printing & Publications, Tejgaon, Dhaka. 2. Deputy Director, Bangladesh Govt. Press, Tejgaon, Dhaka. 3. Deputy Director, Govt. Printing Press, Tejgaon, Dhaka. 4. Deputy Director, Bangladesh Stationery Office, Tejgaon, Dhaka. 5. Deputy Director, Bangladesh Forms & Publication office, Tejgaon, Dhaka. 6. Tender Schedule will be available in www.dpp.gov.bd/bsp press
	- Receiving Tender Document	1. Director General, Department of Printing & Publications, Tejgaon, Dhaka. 2. Divisional Commissioner Office, Segunbagicha, Dhaka. 3. Senior Assistant Secretary, Printing Branch, Ministry of Public Administration, Bangladesh Secretariat, Bhaban No.2, Dhaka. 4. Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka. 5. Deputy Director, Bangladesh Govt. Press, Tejgaon, Dhaka. 6. Deputy Director, Govt. Printing Press, Tejgaon, Dhaka. 7. Deputy Director, Bangladesh Stationery Office, Tejgaon, Dhaka. 8. Deputy Director, Bangladesh Forms & Publication office, Tejgaon, Dhaka.
	- Opening Tender Document	Office of the Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka.

INFORMATION FOR TENDERER					
17	Eligibility of Tenderer		All Qualified Suppliers/Contractors who fulfill the Terms and Conditions of Schedule (Other than black listed Suppliers/Contractors of this department).		
18	Brief Description of Goods or Works		Procurement of Sensitized Security Cheque Paper (CBS-1) 95.0 gsm (±5%), Size: 584mm × 457mm (23"×18") Quantity: 1,750 (One Thousand Seven Hundred Fifty) Reams. (As per Tender Schedule)		
19	Brief Description of Related Services		N/A		
20	Price of Tender Document/Schedule (Non-Refundable). Tender Schedule can be purchase on cash payment from respective offices or by down loading from website.		Tk. 1,000.00 (One Thousand) only. In case of collecting schedule from website: www.dpp.gov.bd/bsppress the price of the schedule as Pay Order from any Schedule Bank must be submitted with the tender document in favour of Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka, otherwise tender will be treated as cancelled.		
21	Lot No.	Description	Location	Tender Security Amount (Taka)	Completion Time in weeks/months
	01	Procurement of Sensitized Security Cheque Paper (CBS-1) 95.0 gsm (±5%), Size: 584mm × 457mm (23"×18") Quantity: 1,750 (One Thousand Seven Hundred Fifty) Reams.	Dhaka	Tk. 2,50,000/- (Two Lac Fifty Thousand) Pay Order/Bank Guarantee from any Schedule Bank of Bangladesh Bank.	As per Tender Schedule
PROCURING ENTITY DETAILS					
22	Name of Official Inviting Tender		Md. Shakhawat Hossain		
23	Designation of Official Inviting Tender		Deputy Director (Deputy Secretary)		
24	Address of Official Inviting Tender		Bangladesh Security Printing Press, Tejgaon, Dhaka.		
25	Contact details of Official Inviting Tender		Tel: 088-02-226603934	Fax:	E-mail: dd.bsp@dpp.gov.bd
26	The Purchaser reserves the right to accept any tender or reject all tenders.				
27	Place/Date/Time of Pre-Tender Meeting (Optional)		Office of the Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka. Date: 20/02/2024 at 11:30 AM		

Special Instruction:

a) No tender will be received after the deadline of submission.
b) If is not possible to receive/open the tender on the schedule date for any unavoidable circumstances the same will be received/opened on the next working date at the same time and venue.
c) The Procuring Entity reserves the right to omit, increase or decrease the quantity of tender items.
d) Tender document price has to be paid by Pay Order and tender security amount has to paid in Pay Order/Bank Guarantee will be in favor of Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka-1208.
e) CD, Vat, Taxes and other charges have to be paid as per Rules of the Government of Bangladesh.
f) The bidders must abide by the decision of the HOPE/Procuring entity.
g) The authority reserves the right to accept or reject or rectify any or all the tender without assigning any reason whatsoever.
h) All terms and conditions are included in tender documents.

08/02/24

(Md. Shakhawat Hossain)
(Deputy Secretary)
Deputy Director
Bangladesh Security Printing Press
Tejgaon, Dhaka.
Telephone: 088-02-226603934.

Bangladesh Security Printing Press
Tejgaon, Dhaka-1208

CONTENTS OF THE DOCUMENTS:

Invitation for Tenders.

Section 1.	Instruction to Tenderers (As in STD).
Section 2.	Tender Data Sheet.
Section 3.	General Conditions of Contract (As in STD).
Section 4.	Particular Conditions of Contract.
Section 5.	Tender & Contract Forms.
Section 6.	Schedule of Requirements.
Section 7.	Technical Specification.
Annexure-1	Indemnity Bond.
Annexure-2	Indemnity Bond.

Section 2. Tender Data Sheet

ITT Clause	**Amendments of, and Supplements to, Clauses in the Instruction to Tenderers**
	A. General
ITT 1.1	The Purchaser is: Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka.
ITT 1.2	The Name of the Tender is: Sensitized Security Cheque Paper (CBS-1) 95.0 gsm (±5%), Size: 584mm × 457mm (23"×18"). Quantity: 1,750 (One Thousand Seven Hundred Fifty) Reams.
ITT 3.1	The Source of public fund is: Revenue Budget, Government of Bangladesh (GOB).
ITT 5.1	Tenderers from the following country is not eligible: Israel.
ITT 6.1	Goods and Related Services from the following country is not eligible: Israel.
	B. Tender Document
ITT 8.2	The following are authorised agents of the purchaser for the purpose of providing the Tender Document: 1. Director General, Printing & Publications, Tejgaon, Dhaka. 2. Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka. 3. Deputy Director, Bangladesh Govt. Press, Tejgaon, Dhaka. 4. Deputy Director, Govt. Printing Press, Tejgaon, Dhaka. 5. Deputy Director, Bangladesh Stationery office, Tejgaon, Dhaka. 6. Deputy Director, Bangladesh Forms & Publication office, Tejgaon, Dhaka. 7. Tender Schedule will be available in www.dpp.gov.bd/bsppress
ITT 9.1	For clarification of Tender purposes only, the Purchaser's address is: Attention : Md. Shakhawat Hossain Address : Deputy Director (Deputy Secretary), Bangladesh Security Printing Press, Tejgaon, Dhaka. Telephone : 088-02-226603934 Fax No. : - E-mail : dd.bsp@dpp.gov.bd
ITT 10.1	The Pre-Tender meeting shall be held at: Address : Office of the Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka. Time & Date : 20/02/2024 at 11:30 AM
	C. Qualification Criteria
ITT 13.1	The maximum of arbitration awards against a tender shall be 2(Two) number over the last 5 years.
ITT 14.1(a)	The Local Agent/The Manufacturer/Tenderer shall have a minimum 10(Ten) years of overall experience in 10(Ten) contracts in the supply of Security Cheque Paper (CBS-1)/similar Security Paper to any Government, Semi-Government Organization & Autonomous body in Bangladesh. Necessary experience documents must be submitted with the Tender to support their genuineness.
ITT 14.1(b)	The Local Agent/The Manufacturer/Tenderer must have satisfactory completion of supplying Security Cheque Paper (CBS-1)/similar Security Paper to any Government, Semi-Government Organization & Autonomous body of minimum 80,00,000/- (Eighty Lakh) Taka or equivalent foreign currency in USD/GBP/EURO/YEN under in a maximum 2(Two) contracts in the last 10(Ten) years. i.e. years counting backward from the date of publication of IFT in the newspaper. User Certificate/Satisfactory completion certificate must be submitted with the Tender/Offer to support their declaration/genuineness.
ITT 14.1(c)	The minimum supply and/or production capacity of goods per year is: N/A.

ITT 15.1(a)	The minimum amount of liquid asset or working capital or credit facility or credit commitment of Local Agent/Principal/Tenderer: BDT 1,00,00,000/- (One Crore) only with approval of Bank sanctioned letter
ITT 16.2	The maximum of percentage [.....] of goods allowed to be subcontracted: Not allowed.
D. Preparation of Tender	
ITT 21.1(q)	1. The Tenderer/Local Agent shall submit its Tender with the following additional documents: a) Purchased Receipt/Pay Order of Tender Document; b) Attested copy of National ID Card (NID); c) Attested Passport size Photo; d) Attested copy of up to date Trade License (2023-2024); e) Attested copy of up to date Income Tax Certificate (2022-2023); f) Attested copy of Valid VAT Registration Certificate; g) Financial Solvency Certificate/Credit Facilaty Certificate/Credit Commitment Certificate from any schedule bank/international bank in Bangladesh. 2. The Tenderer/Local Agent must submit the following documents along with their offer: a) Uptodate Indenting Business Registration Certificate from Chief Controller of Import & Export; b) Bangladesh Bank's Indenting Permission letter; c) Latest ISO/CE Certificate; d) The supplier/manufacturer will have to submit a Testing Certificate in respect of genuineness of Sensitized Security Cheque Paper (CBS-1) from PIRA International-UK or PTS - Germany; e) The Tenderer must submit Clearing Certificate for making Security Paper from the compenent authority; f) Manufacturer's Original Authorization Certificate; g) Necessary document of experience in the supply of Security Cheque Paper (CBS-1)/similar Security Paper to any Government, Semi-Government, Organization & Autonomous body; h) Bid Document (Original); i) Bid Security; j) Bidder/Local Agent Profile.
ITT 22.1	Alternative Tenders will not be permitted.
ITT 23.3	Tenders are being invited for one lot.
ITT 23.11(c) 23.12(c) 23.12(e)	The final destination of the goods is: Bangladesh Security Printing Press, Tejgaon, Dhaka.
ITT 23.12(a)	Place of Destination: ICD (Inland Container Depots), Kamalapur, Dhaka, Bangladesh.
ITT 23.12(d)	In addition to the CFR price specified in ITT 23.12(a), the price of the Goods manufactured outside Bangladesh shall be quoted.
ITT 24.3	Name of the foreign currency: The quoted price should be either in USD/GBP/EURO/YEN.
ITT 26.1(b)	Original Manufacturer's Authorization Letter is required.
ITT 27.2	The Tender validity period shall be: 120 days
ITT 29.3	The amount of the Tender Security shall be: Tk. 2,50,000/- (Two Lac Fifty Thousand) Pay Order/Bank Guarantee from any Schedule Bank/Internatioal Bank in Bangladesh Bank.

E. Submission of Tender		
ITT 35.2(c)	The envelopes shall bear the following additional identification marks:	
	From Tenderer Name and Address: Contract Number: Phone: E-mail: Fax: Website (If any): Seal:	To Deputy Director Bangladesh Security Printing Press Tejgaon, Dhaka. Bangladesh.
ITT 36.1	a) For Tender submission purposes only, the purchaser's address is: Md. Shakhawat Hossain, Deputy Director (Deputy Secretary), Bangladesh Security Printing Press, Tejgaon, Dhaka. b) The deadline for submission of Tender is 24/03/2024, Time: 1.00 PM (BST).	
F. Opening and Evaluation of Tenders		
ITT 42.2	The Tender opening shall take place at: Address : Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka. On time and date : 2.00 PM (BST) on 24/03/2024.	
ITT 52.5	The applicable economic factors, for the purposes of evaluation of Tenderers shall be as follows: a) Adjustment for Deviations in the Delivery and Completion Schedule: No adjustment. "The Goods covered by this Tendering process are required to be delivered in accordance with, and completed within, the Delivery and Completion Schedule specified in Section 6, Schedule of Requirements. No credit will be given for earlier completion."	
G. Award of Contract		
ITT 61.1	The maximum percentage by which quantities per item may be increased is: 15%. The maximum percentage by which quantities per item may be decreased is: 15%.	
ITT 63.2	The amount of performance security shall be 10% of the Contract Price in USD/EURO.	
ITT 70.5	The name and address of the office where complaints to the Purchaser are to be submitted is: Attention : Md. Shakhawat Hossain Address : Deputy Director (Deputy Secretary), Bangladesh Security Printing Press, Tejgaon, Dhaka.	

Section 4. Particular Conditions of Contract

GCC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
GCC 1.1(j)	The Purchaser is: Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka. Telephone : 088-02-226603934 Fax : - E-mail : dd.bsp@dpp.gov.bd website : www.dpp.gov.bd/bsppress
GCC 1.1(o)	The site/point of delivery is: Bangladesh Security Printing Press, Tejgaon, Dhaka.
GCC 5.1.(i)	The following documents shall also be part of the Contract: a. Contract Agreement. b. Notification of Award. c. Tender and the appendix to tender. d. General Conditions of Contract. e. Particular Condition of Contract. f. General Specification. g. Technical Specification. h. The priced Schedule of requirements. i. Letter of Communication.
GCC 11.1	For notices, the purchaser's contact details shall be: Attention : Deputy Director Address : Bangladesh Security Printing Press, Tejgaon, Dhaka. Telephone : 088-02-226603934 Fax : - E-mail : dd.bsp@dpp.gov.bd
	For notices, the supplier's contact details shall be: Attention : Address : Telephone : Fax : E-mail :
GCC 18.1	The scope of supply shall be defined in: Asper Section 6, Schedule of Supply.

GCC 22.2	The packing, marking and documentation within and outside the packages shall be: The outer packing may be clearly marked on at least four slides as follows: Name and address of Purchaser : Name of the Supplier : Contract Description : Final Destination/Delivery Point : Country of Origin : Gross weight : Net weight : Brief description of the content : Any special lifting instructions : Any special handling instructions :
GCC 23.2	The documents to be provided are as follows: a) Copies of the Supplier's invoice showing the description of the Goods, quantity, unit price and total amount; b) Original and copies of the negotiable, clean, on-board bill of lading marked "freight prepaid" and copies of non-negotiable bill of lading; c) Copies of the packing list identifying the contents of each package; d) Manufacturer's/Supplier's guarantee certificate; e) Inspection certificate issued by nominated inspection agency (or Purchaser) and/or the supplier's factory inspection report; f) Certificate of Origin must be submitted.
GCC 25.1	The Contract price is: [.....]
GCC 27.1	The method and conditions of payment to be made to the Supplier under this Contract shall be as follows: 1. The payment shall be made through an irrevocable confirmed letter of credit opened in favour of the Supplier/Manufacturer in a scheduled bank of Bangladesh; a) Payment will be made in 2(Two) installments. 80% payment will be made against shipping documents at sight. b) Balance 20% payment to be made after receiving Security Cheque Paper (CBS-1) in good condition at Bangladesh Security Printing Press warehouse, Tejgaon, Dhaka, Bangladesh.
GCC 27.5	The payment-delay period after which the Purchaser shall pay interest to the supplier shall be NONE days arbitration award. The interest rate shall be applied is NONE percent.
GCC 28.2	The insurance coverage shall be: The Shadaran Bima Corporation, Branch No-14, 80/A, Siddeswary Circular Road, Shahjalal Complex (5th Floor), Dhaka will insurer the stores and issue premium bill in the name of consignee (The Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka) who will arranged payment of necessary premium (Provisional/final as the case may be). Shadaran Bima Corporation will issue cover note/policies in the name of the consignee's on receipt of premium only. The Insurance should cover risk from the beneficiary's warehouse to consignee's end.

GCC 32.1	The inspection & test shall be conducted at: The purchaser's right to inspection & test where appropriate, reject the Goods after delivery, shall in no way be limited waived by the reasons of Goods having previously been inspected, tested or passed by the purchaser or its representative period the Goods Shipment/use. And Supplier should bear all the fees and office expenditure for testing (if any) of Goods in the Govt. Laboratory.
GCC 33	The Papers must have 01(One) year guarantee from the date of supply.
GCC 33.3	The period of validity of the warranty may be increased up to the safe life period of the products from the date of delivery. For purposes of the warranty shall be the place of institutions where the products distributed by the purchaser.
GCC 33.6	The period for replacements shall be 60 (Sixty) days after issuing the replacements letter (if any) by the purchaser.
GCC 35.1	The liquidated damage shall be 0.5% of the contract value of the delayed goods or un performed related service per week or thereof.
	The maximum amount of liquidated damage shall be 10% of the contract value.
GCC 47.2	Arbitration shall be take place in: The office of the Director General, Department of Printing & Publication, Tejgaon, Dhaka-1208.

Bangladesh Security Printing Press
Tejgaon, Dhaka-1208

Bangladesh Security Printing Press
Tejgaon, Dhaka-1208

Section 5. Tender and Contract Forms

Form	Title
	Tender Forms
PG4 -1	Tender Submission Letter
PG4 - 2	Tenderer Information Sheet
PG4 - 3B	Price Schedule for Goods
PG4 - 4	Specifications Submission and Compliance Sheet
PG4 - 5	Manufacturer's Authorisation Letter
PG4 - 6	Bank Guarantee for Tender Security
	Contract Forms
PG4 -7	Notification of Award
PG4 - 8	Contract Agreement
PG4 - 9	Bank Guarantee for Performance Security

Forms PG4-1 to PG4-6 comprises part of the Tender and should be completed as stated in ITT Clause 21.

Forms PG4-7 to PG4-9 comprises part of the Contract as stated in GCC Clause 5.

Tender Submission Letter (Form PG4-1)

Invitation for Tender No: 05.84.0000.014.07.016.23-24/803 Date: 07/02/2024

Tender Lot No: 1

To

The Deputy Director
Bangladesh Security Printing Press,
Tejgaon, Dhaka.

We, the undersigned, offer to supply in conformity with the Tender Document the following Goods and Related Services, Viz:

The total price of our tender, excluding price reduction (s) is:

(In figure) Tk.

(In words) Tk. ( ) only.

If applicable under instruction to Tenderers (ITT) Sub-Clause 23.1, in case we are awarded more than one contract (lot) in the package, this documents/cross-discounts offered and the methodology for its application is:

We undertake, if our tender is accepted to delivery the goods in 4 (Four) months from the date of contract of agreement in accordance with the delivery schedule specified in the Schedule of Requirements.

Our Tender shall be valid for the period stated in the tender data sheet and it shall remain binding upon us and may be accepted at any time before the expiration of that period. A tender security in the amount stated in the tender data sheet is attached in the form of a PO/BG No..... Date.....Name of Bank.....Guarantee which shall be valid till.....

If our tender is accepted, we commit to obtaining a performance security in the amount stated in the tender data sheet and valid for period of 12 months beyond the date of completion of our performance obligation under the contract, including any warranty obligations.

We declare that ourselves, and any sub-contractors or suppliers for any part of the contract, have nationalities from eligible countries and that the goods and related services will also be supplied from eligible countries. We also declare that your Government has not declared us, and any subcontractors or suppliers for any part of the contract, ineligible on charges of engaging in corrupt, fraudulent, collusive or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the contract, and are aware of the relevant provisions of the binding documents (ITT Clause-3).

We understand that your written Notification of Award shall constitute the acceptance of our tender and shall become a binding contract between us, until a formal contract is prepared and executed.

We understand that you are not bound to accept the lowest evaluated tender or any other tender that you may receive.

Signature:

Name:

Signed on:

In the Capacity of:

Name of the Firm:

Full Address:

Telephone: Fax:

E-mail:

Tenderer Informations Sheet (Form PG4-2)

[The Tenderer shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted]

Invitation for Tender No: 05.84.0000.014.07.016.23-24/803 Date: 07/02/2024

Tender Lot No: 1

A. Individual Tenderers

1. Eligibility Information of the Tenderer		
1.1	Tenderer's Legal Name:	
1.2	Tenderer's legal address in Country of Registration	
1.4	Tenderer's Year of Registration	
1.5	Tenderer's Authorised Representative Information	
	Name	
	National ID Number	
	Address	
	Telephone/Fax Numbers	
	E-mail address	
1.6	Attached are copies of original documents of: ☐ ..... ☐ ..... ☐ ..... ☐ ..... ☐ ..... ☐	

2. Litigation History: [Number of 2 arbitration awards against the tenderer over the period in accordance the ITT Clause 13.1] if no [5 years]		
3. Qualification Information of the Tenderer:		
3.1	Number of years of overall experience of the Tenderer in the supply of goods and related services as stated under ITT Sub-Clause14.1(a)	
3.2	Number of completed supply contracts in the supply of similar goods and related services of required value within the period mentioned in TDS as stated under ITT Sub-Clause 14.1(b): ▪ Number of Contracts ▪ Value of the Contracts ▪ Period of the Contract	
3.3	The supply and/or production capacity of Goods, if applicable, as stated under ITT Sub-Clause 14.(c)	
3.4	Available liquid assets or working capital or credit facility in accordance with ITT Clause 15.1(a)	

Bangladesh Security Printing Press Tejgaon

Bangladesh Security Printing Press ★ Tejgaon, Dhaka-1208 ★

Price Schedule for Goods (Form PG4-3B)

Invitation for Tender No: 05.84.0000.014.07.016.23-24/803 Date: 07/02/2024

Tender Lot No: 1

Item No.	Description of Item	Country of Origin	Unit of Measurement	Quantity	Unit price CFR (ICD, Kamalapur, Dhaka) [FC]	CIF/CIP price per Line Item [FC]	Inland transportation, Insurance and other local costs for the delivery of the Goods to their final destination	VAT Payable on account of Supplier if the Contract is awarded (If applicable as per VAT Act)	Total Price (CFR, ICD, Kamalapur, Dhaka)	
									FC	Taka (BD)
1	2	3	4	5	6	7	8	9	10	

Name of Tenderer:

Signature of Tenderer:

Date:

Specifications Submission and Compliance Sheet (Form PG4-4)

Invitation for Tender No: 05.84.0000.014.07.016.23-24/803

Date: 07/02/2024

Tender Lot No: 1

Item of the Schedule of Requirements	Name of Goods or Related Service	Country of Origin	Make and Model (when applicable)	Full Technical Specifications and Standards
1	2	3	4	5

Name of Tenderer:

Signature of Tenderer:

Date:

Manufacturer's Authorization Letter (Form PG4-5)

[The Tenderer shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Tenderer shall include it in its tender, if so indicated in the TDS as stated under ITT Sub-Clause 26.1(b)]

Invitation for Tender No: 05.84.0000.014.07.016.23-24/803 Date: 07/02/2024

Tender Package No:

Tender Lot No: 1

To

The Deputy Director
Bangladesh Security Printing Press,
Tejgaon, Dhaka.

WHEREAS

We [insert complete name of Manufacturer],

Who are official manufacturers of [insert type of goods manufactured], having factories at [insert full address of Manufacturer's factories], do hereby

Authorize [insert complete name of Tenderer] to supply the following Goods, manufactured by us [insert name and or brief description of the Goods].

We hereby extend our full guarantee and warranty as stated under GCC Clause 33 of the General Conditions of Contract, with respect to the Goods offered by the above Tenderer.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Address: [insert full address including Fax and e-mail]

Title: [insert title]

Date: [insert date of signing]

Bank Guarantee for Tender Security (Form PG4-6)

[This is the format for the Tender Security to be issued by a scheduled bank of Bangladesh as stated under ITT Clauses 29 and 30]

Invitation for Tender No: 05.84.0000.014.07.016.23-24/803 Date: 07/02/2024

Tender Package No:

Tender Lot No: 1

To

The Deputy Director
Bangladesh Security Printing Press,
Tejgaon, Dhaka.

TENDER GUARANTEE No:

We have been informed that [insert name of Tenderer] (hereinafter called "the Tenderer") intends to submit to you its Tender dated [insert date of Tender] (hereinafter called "the Tender") for the supply of [description of goods and related services] under the above Invitation for Tenders (hereinafter called "the IFT").

Furthermore, we understand that, according to your conditions, Tenders must be supported by a Bank Guarantee for Tender Security.

At the request of the Tenderer, we [insert name of bank] hereby irrevocably undertake to pay you, without cavil or argument, any sum or sums not exceeding in total an amount of Tk [insert amount in figures and in words] upon receipt by us of your first written demand accompanied by a written statement that the Tenderer is in breach of its obligation(s) under the Tender conditions, because the Tenderer:

a. has withdrawn its Tender after opening of Tenders but within the validity of the Tender Security; or
b. refused to accept the Notification of Award (NOA) within the period as stated under Instructions to Tenderers (ITT); or
c. failed to furnish Performance Security within the period as stipulated in the NOA; or
d. refused to sign the Contract Agreement by the time specified in the NOA; or
e. did not accept the correction of the Tender price following the correction of the arithmetic errors in accordance with the ITT; or

This guarantee will expire:

(a) if the Tenderer is the successful Tenderer, upon our receipt of a copies of the contract signed by the Tenderer and the Performance Security issued to you in accordance with the ITT; or

(b) if the Tenderer is not the successful Tenderer, twenty eight (28) days after the expiration of the Tenderer's Tender validity period, being [date of expiration of the Tender validity plus twenty eight (28) days]

Consequently, we must receive at the above-mentioned office any demand for payment under this guarantee on or before that date.

Signature Seal

Notification of Award (Form PG4-7)

Contract No:	Date:
To: The Deputy Director Bangladesh Security Printing Press, Tejgaon, Dhaka.	

This is to notify you that your Tender dated [insert date] for the supply of Goods and related Services for [name of contract] for the Contract Price of Tk [state amount in figures and in words] as corrected and modified in accordance with the Instructions to Tenderers, has been approved by [name of Purchaser].

You are thus requested to take following actions:

i. Accept in writing the Notification of Award within seven (7) working days of its issuance pursuant to ITT Sub-Clause 62.3

ii. Furnish a Performance Security in the specified format and in the amount of Tk [state amount in figures and words] ,within Twenty-eight (28) days/Specefied time from issue of this Notification of Award but not later than (specify date), in accordance with ITT Clause 64.2

iii. Sign the Contract within twenty eight (28) days/Specefied time of issuance of this Notification of Award but not later than (specify date), in accordance with ITT Clause 67.2

You may proceed with the execution of the supply of Goods and related Services only upon completion of the above tasks. You may also please note that this Notification of Award shall constitute the formation of this Contract, which shall become binding upon you.

We attach the draft Contract and all other documents for your perusal and signature.

Signed

Duly authorised to sign for and on behalf of [Name of Purchaser]

Date:

Contract Agreement (Form PG4-8)

THIS AGREEMENT made the [day] day of [month] [year] between [name and address of Purchaser] (hrerinafter called "the Purchaser") of the one part and [name and address of Supplier] (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited tenders for certain goods and related services, viz [brief description of goods and related services] and has accepted a Tender by the Supplier for the supply of those goods an relared services in the sum of Taka [contract price in figures and in words] (hereinafter called "the Contract Price")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expression shall have the same meanings as are respectively assigned to them in the General Conditions of Contract hereafter referred to.
2. The documents forming the Contract shall be interpreted in the following order of priority:
   - (a) Contract Agreement;
   - (b) Notification of Award;
   - (c) Tender and the appendices to the Tenderer;
   - (d) Particular Conditions of Contract;
   - (e) General Conditions of Contract;
   - (f) The Description of stores with Technical Specifications;
   - (g) General Specifications;
   - (h) Price Schedule of Requirement; and
   - (i) Any other documents including letter's of communications.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and related services and the remedy and defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and related services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

   IN WITNESS where of the parties hereto have caused this Agreements to be executed in accordance with the laws of Bangladesh on the day, month and year first written above.

	For the Purchaser:	For the Supplier:
Signature		
Print Name		
Title		
In the presence of Name		
Address		

Bank Guarantee for Performance Security (Form PG4-9)

[This is the format for the Performance Security to be issued by an internationally reputable bank and it shall have correspondent bank located in Bangladesh, to make it enforceablein accordance with ITT Sub-Clause 64.1pursuant to Rule 27(4) of the Public Procurement Rules, 2008.]

Contract No: Date:.....

To.

The Deputy Director
Bangladesh Security Printing Press,
Tejgaon, Dhaka.

PERFORMANCE GUARANTEE No: [insert Performance Guarantee number]

We have been informed that [name of supplier] (hereinafter called "the Supplier") has undertaken, pursuant to Contract No [reference number of Contract] dated [date of Contract] (hereinafter called "the Contract") for the supply of [description of goods and related services] under the Contract.

Furthermore, we understand that, according to your conditions, Contracts must be supported by a performance guarantee.

At the request of the Supplier, we [name of bank] hereby irrevocably undertake to pay you, without cavil or argument, any sum or sums not exceeding in total an amount of Tk [insert amount in figures and in words] upon receipt by us of your first written demand accompanied by a written statement that the Supplier is in breach of its obligation(s) under the Contract conditions, without you needing to prove or show grounds or reasons for your demand of the sum specified therein.

This guarantee is valid until [date of validity of guarantee], consequently, we must receive at the above-mentioned office any demand for payment under this guarantee on or before that date.

[Signatures of authorized representatives of the bank]

Signature: Seal:

Section 6. Schedule of Requirements

Invitation for Tender No: 05.84.0000.014.07.016.23-24/803 Date: 07/02/2024

Tender Lot No: 1

A. List of Goods and Delivery Schedule

When completing Form PG4-3B the Tenderer shall quote prices and contract delivery dates for each lot separately, as specified in the List of Goods and Delivery Schedule.

Item No.	Description of Item	Unit of Supply	Quantity of Supply	Point of Supply	Delivery/ Shipment Schedule in days/weeks/months
1	2	3	4	5	6
(a)	Procurement of Sensitized Security Cheque Paper (CBS-1) 95.0 gsm (±5%) Size: 584mm×457mm (23"×18") on ICD Kamalapur, Dhaka, Bangladesh Basis under Cash Foreign Exchange Origin:Germany/UK/USA/Japan/Italy/ France or equivalent	Per Ream	1,750 (One Thousand Seven Hundred Fifty) Reams	ICD Kamalapur, Dhaka, Bangladesh CFR Basis	4(Four) months from the date of receiving of workable L/C & watermark design by the Supplier/ Manufacturer.

08/02/24

(Md. Shakhawat Hossain)
(Deputy Secretary)
Deputy Director
Bangladesh Security Printing Press
Tejgaon, Dhaka.

Bangladesh Security Printing Press ★ Tejgaon, Dhaka-1208 ★

B. List of Related Services and Completion Schedule

(When completing Form PG4-3B the Tenderer shall quote prices and contract delivery dates for each lot/item against each proposed and contracts (lots) as specified in the list of Related Services and Completion.)

1	2	3	4	5	6
Item No.	Description of Related Services.	Unit of Supply	Quantity of Supply	Place where Services shall be performed	Required Completion Date for Services.

Section 7. Technical Specifications

(The Goods and Related Services shall comply with following Technical Specifications)

Item No.	Name of Item or Related Service	Technical Specification and Standards
1	Procurement of 1,750 Reams Sensitized Security Cheque Paper (CBS-1) 95.0 gsm (±5%) Size: 584mm×457mm (23"×18") on ICD Kamalapur, Dhaka, Bangladesh Basis under Cash Foreign Exchange. Origin: Germany/UK/ USA/Japan/Italy/France or equivalent	01. Grammage : BS ISO 536: 1995, 95.0 gsm (±5%) 02. Thickness : BS EN 20534: 1993, Minimum 105 micrometers, Maximum 130 micrometers 03 Bendtsen Roughness : BS 4420: 1990 (1995) (ISO 8791-2), Both surface: Maximum 150 ml/min 04. Stiffness : BS 378: 1992 (ISO 2493), MD: Min. 7.9 mN, CD: Min. 3.1 mN Note: The following stiffness values, obtained using alternative test methods, can be considred equivalent to the above. TABER method using 10mm test length. MD: min. 3.3 Taber units CD: min. 1.3 Taber units CLARK method TAPPI T451 pm 74 MD: min. 124 Clark flexing resistance units CD: min. 50 Clark flexing resistance units 05. Air Resistance (Gurley): BS 6538-3: 1987 (1995) (ISO 5636/5), Min: 27 s/100 ml 06. Air Permeance (Bendtsen) : BS 6538-2: 1992 (ISO 5636/3), Max: 450 ml/min 07. Internal Tearing Resistance : BS EN 21974:1994, Both directions, Min. 705 mN 08. Reflectance : Ideally around 78-80% 09. UV Dull : Should exhibit little or no fluorescence when illuminated by a UV light. 10. Spots & Fiber Contamination : Should be Completely free from extraneous visible fiber and UV spot and fiber contamination. 11. Chemical Sensitivity : The chemical sensitivities are the minimum expected. The Paper must be sensitized to acids, alkalis, bleach and polar organic solvents. 12. Security Fiber : The Paper must have invisible fluorescent security fiber of 3 color all over the paper. The fiber would be visible under UV lamp but invisible in normal light. 13. Water mark : The design of watermark will be given to Successful bidder by the Director General, Department of Printing & Publication, Tejgaon, Dhaka. 14 Type of Water mark & position : The Watermarked CBS-1 paper acceptable provided that the watermark is applied by the Fourdriner process and consists of at least three levels, i.e. the base paper thickness, and thinner (lighter) and thicker (darker) parts in the design. The watermark shall be randomly placed of the cheque as per design supplied by the Director General.

Special Instruction:

1. a) The cost of papers and dandy roll must be quoted separately.

   b) All incidental expenditure at the Chittagong Port, ICD, Kamalapur, Dhaka, Bangladesh Including container handling and detention charges etc. to be beard by the local agent which will be re-imbursed at the time of payment of commission on producing of necessary documents to be certified by the clearing agent.

2. Offer shall be brought under consideration after having satisfactory technical and chemical test report of offered samples as derived by one or more approved or renowned laboratory.

3. The tenderer must confirm the validity of their offer 120 days from the date of submission tender supported with their principal/manufacturer's confirmation. Each page of the original tender schedule including bid schedule must bear the signature & seal of the principal/manufacturer's at the bottom of each page. All the documents related with the offer also must be signed by the principal/ manufacturer's, otherwise the offer will be treated as cancelled.

5. The offer must be include the original pro-forma invoice in duplicate of the manufacturer/supplier showing clearly the breakup of prices into Ex. Works/FOB/Freight and commission for local agent separately.

6. The supplier/Bidders must submit 20 (Twenty) sheets of A4 size sample paper of Sensitized Security Cheque Paper (CBS-1) with watermark of any design for Technical Evaluation. Name of manufacturer and country of manufactured stores are to be typed clearly on the body of the stores also duly sealed and signed at the time of submission of their samples along with offers. Without proper sampling offers may be liable for rejection. The Sample Sheet should be tested as per Tender's Technical specification. Test Result of the Manufacturer/mill shall be submitted along with the sample sheets. After approval of sample sheet tested by the Government Laboratory, L/C will be opened.

7. The Papers must have 01(One) year guarantee from the date of supply by the manufacturer.

8. The successful tenderers shall be furnished 10% performance guarantee of the total value of the contract within 28 days/Specefied time from the date of issue of notification of award (NOA) in the form of Bank Guarantee/Pay Order from any scheduled bank/international bank in Bangladesh in favour of Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka. The Bank Guarantee Should be as per prescribed form of this office on Non-Judicial Stamp of Taka 300 (Three hundred) submitted by the local agent. The performance guarantee will remain valid up to 12 (Twelve) months from the date of issue. If the successful bidder fails to submit the performance guarantee, the earnest money shall be forfeited. If the supplier fails to supply 1,750 Reams Sensitized Security Cheque Paper (CBS-1) or the supplied paper are not found as per technical specification and not found suitable for use, the performance guarantee shall be forfeited in respect to PPR-2008.

9. The Shadaran Bima Corporation, Branch No-14, 80/A, Siddeswary Circular Road, Shahjalal Complex (5th Floor), Dhaka will insurer the stores and issue premium bill in the name of the Consignee (The Deputy Director, Bangladesh Security Printing Press, Tejgaon, Dhaka) who will arranged payment of necessary premium (Provisional/final as the case may be). Shadaran Bima Corporation will issue cover note/policies in the name of the consignee's on receipt of premium only. The insurance should cover risk from beneficiary's warehouse to the consignee's end.

10. Insurance will be arranged by the consignee/buyer, hence the price quoted must not include any insurance charge/policy.
11. The foreign supplier/beneficiary will pay all foreign bank charges which include:
    a) Postal and cable charges;
    b) L/C conformation charges;
    c) L/C amendment charges;
    d) Payment Commission.
12. The Tender, as well as correspondence and documents relating to the tender shall be written in the language of English.
13. Transshipment will be allowed at the risk of supplier but part supply will be stricly prohobited.
14. E-mail address and website of manufacturer should be mentioned in the offer.
15. The liquidated damage shall be 0.5% of the delivered price of the delayed goods or unperformed related service per week or thereof.
16. The maximum amount of liquidated damage shall be 10% of the contract value.
17. Payment will be made in 2(two) installments. 80% payment will be made against shipping document and balance 20% will be made after satisfaction supply of Sensitized Security Cheque Paper (CBS-1) at Bangladesh Security Printing Press's warehouse.
18. Tenderer must oblige all the terms and conditions as well as special instruction of the tender documents.
19. The supplier/manufacturer will have to submit a Testing Certificate in respect of genuineness of Sensitized Security Cheque Paper (CBS-1) from PIRA International-UK or PTS-Germany.
20. In case of local agent they must submit following documents duly attested with the tender. During evaluation TEC might see the original papers in support of genuineness. If any local agent/ bidders/tenderers fail to submit them, their offer will be non-responsive.
    i) Attested copy of up to date Trade License (2023-2024)
    ii) Attested copy of up to date renewed Indentor's Registration Certificate issued from CCI & E office
    iii) Attested copy of up to date Income Tax Certificate (2022-2023)
    iv) Manufacturer's Original Authorization Certificate.
    v) Attested copy of VAT Registration Certificate.
21. **Disqualification:**
    a) Tender with over writing, cutting or erasing;
    b) Non-submission of Tender Security Money;
    c) Non-submission of Tender schedule;
    d) Failing to submit or compliance of desired papers/information/instructions.
    e) Any Paper Mill/Manufacturer/Local Agent failed to supply security paper as per required Technical specification and involved any corruption, fradulence or violence in any organization within the Department of Printing and Publication, Tejgaon, Dhaka.

22. The Performance security shall be reduced to 5% of the contract price after delivery & acceptance of paper & shall be refundable after 1(One) year will treated as guarantee.

23. This purchase will be completed with the approval of the Director General, Printing & Publication, Tejgaon, Dhaka and under PPR-2008.

24. **Warranty Certificate:** Successful bidder shall have to submit a warranty certificate from the actual manufacturer to the effect that Sensitized Security Cheque Paper (CBS-1) to be supplied as per technical specification of Tender Schedule and made of best materials according to the modern manufacturing practice and also suitable to climate condition of Bangladesh.

08/02/24

(Md. Shakhawat Hossain)
(Deputy Secretary)
Deputy Director
Bangladesh Security Printing Press
Tejgaon, Dhaka.

Annexure-1

Indemnity Bond

To

Deputy Director,
Bangladesh Security Printing Press
Tejgaon, Dhaka.

Tender No. & Date :

Worker Order No. & Date :

Contract No. & Date :

We the undersigned....., we hereby submit the undertaking that with reference to above Tender number & Work Order number that, if the Sensitized Security Cheque Paper (CBS-1) supplied by us is not as per specification or not printable on the basis of laboratory Test/examination up to the period of use as per tender, we will compensate the value of the goods/amount of loss. In case of our failure to do so we will remain legally obligated to accept repayment/legal measures as per tender from your/higher office. No objection/appeal to be accepted by your office or higher authorities or court of law.

Signature :

Name :

Seal :

Annexure-2

Proforma of Undertaking

To

Deputy Director,
Bangladesh Security Printing Press
Tejgaon, Dhaka.

Tender No.: Date:.....

I.....on behalf of M/s.....we, hereby submit the undertaking that with reference of the Tender No. 05.84.0000.014.07.016.23-24/803, Date: 07/02/2024of Bangladesh Security Printing Press, Tejgaon, Dhaka, Bangladesh. We according to the Public Procurement Rules-2008, Rule-4, Sub Rule-2 and Public Procurement Act-2006 Section (64). We shall not do any corruption, fradulente or violence. If otherwise happen, we/our organization shall take all the responsibility of all the happenings.

Signature :

Name :

Seal :