



ঢাকা চেম্বার অব কমার্স অ্যান্ড ইন্ডাস্ট্রি Dhaka Chamber of Commerce & Industry

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DC-Store/2023/883

Date: 08 October, 2023

TENDER NOTICE

Sealed Quotations are hereby invited from suppliers/shops for the supply of following Stationary & Office Maintenance Items:

(a) Stationary & Office Maintenance items for DCCI

SN#	Specifications of Items	Quantity	Unit Price	Total Price
			Including VAT & Tax	
1	Century Paper A4 Size (80gm,500 Sheets)	25 Pkts		
2	Offset Paper A4 Size (Paper One 80gm,500 Sheets, Indonesia)	06 Pkts		
3	Ball Pen (Matador)	100 Pcs		
4	Gel Pen (Matador iteen)	05 Pcs		
5	Cloth Envelop (Legal size)	10 Pcs		
6	Khaki Envelop (Legal size)	20 Pcs		
6	Cartoon Tape 2"	05 Pcs		
7	Scotch Tape ½"	10 Pcs		
8	Pencil Battery (Sunlight)	65 Pcs		
9	Glue Stick	05 Pcs		
10	Gum Pot (Polex)	04 Pots		
11	Hand Paper Towel Tissue (Bashundhara , 250 Sheets)	30 Pkts		
12	Toilet Tissue (Bashundhara)	120 Pkts		
13	Napkin Tissue 100 Pcs (Bashundhara)	20 Pkts		
14	Life Buoy Hand Wash 170 ml (Refill)	30 Pkts		
15	Naphthalene (Diamond Fresh)	06 Pkts		
16	Harpic 1 Ltr	05 Pots		
17	Odonil (Orchad)	20 Pots		
18	Jet Powder 200 gm	10 Pkts		
19	Air Fresher (Fay)	08 Pots		
20	ACI Aerosol (ACI 475 ml)	08 Pots		
21	Cleaning Towel Woolen (Small)	05 Pcs		
22	Cloth Duster	15 Pcs		
23	Cockroach Killing Spray (Red HIT)	05 Pots		
Total Price				



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65-66, MOTIJHEEL COMMERCIAL AREA, G.P.O. BOX NO.2641, DHAKA-1000, BANGLADESH

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(b) Stationary & Office Maintenance items for DBI

1	Offset Paper A4 Size (Paper One 80gm,500 Sheets, Indonesia)	10 Pkts		
2	Ball Pen (Matador)	250 Pcs		
3	Pencil Battery (Sunlight)	10 Pcs		
4	Naphthalene (Diamond Fresh)	03 Pkts		
5	Napkin Tissue 100 Pcs (Bashundhara)	08 Pkts		
6	Toilet Tissue (Bashundhara)	24 Pkts		
7	Life Buoy Hand Wash Refill 170 gm	15 Pkts		
8	Jet Powder 200 gm	06 Pots		
9	ACI Aerosol (ACI 475 ml)	01 Pot		
10	Air Fresher (Fay)	01 Pot		
11	Cloth Duster	05 Pcs		
12	Harpic 1 Ltr	01 Pot		
Total Price				

(c) Stationary & Office Maintenance items for DBI College

1	Century Paper (80gm,500 Sheets)	02 Pkts		
2	Offset Paper A4 Size (Paper One 80gm,500 Sheets, Indonesia)	01 Pkt		
3	Ball Pen (Matador)	10		
4	Gel Pen (Matador iteen)	05 Pcs		
5	Air Fresher (Fay)	01 Pot		
6	ACI Aerosol (ACI 475 ml)	01 Pot		
7	Harpic 1 Ltr	01 Pot		
8	Cleaning Towel Woolen (Small)	02 Pcs		
Total Price				

(d) Stationary & Office Maintenance items for DCCI Gulshan Center

1	Century Paper A4 Size (80gm,500 Sheets)	02 Pkts		
2	Offset Paper A4 Size (Paper One 80gm,500 Sheets, Indonesia)	01 Pkt		
3	Glue Stick	02 Pcs		
4	Ball Pen (Matador)	10 Pcs		
5	Hand Paper Towel Tissue (Bashundhara , 250 Sheets)	06 Pkts		
6	Odonil (Orchad)	05 Pots		
7	Naphthalene (Diamond Fresh)	02 Pkts		
8	ACI Aerosol (ACI 475 ml)	01 Pot		



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9	Air Fresher (Fay)	01 Pot		
10	Life Buoy Hand Wash Refill 170 gm	05 Pkts		
11	Toilet Tissue (Bashundhara)	12 Pkts		
12	Harpic 1 Ltr	01Pc		
Total Price				
Grand Total Price (a+b+c+d)				

Terms & Conditions:

1. Hard Copy of Sealed Quotations including relevant papers have to be submitted to Tender Box (4th Floor, DCCI Building) by 11 October, 2023.
2. Tender Box will be opened and scrutinized submitted quotations at 10 am on 12 October 2023.
3. Quality of all items must be original as per specifications.
4. VAT & Tax will be deducted as per Govt. Rules.
5. No incomplete Quotation will be accepted.
6. Bill will be paid through BEFTN after the satisfactory delivery of all items.
7. DCCI Authority will reserve all rights to accept any Quotation or reject all Quotations without showing any cause.




Afsarul Arifeen
Secretary General





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