

**Central Admission Office**  
University of Dhaka, Dhaka 1000  
**Invitation for Tender (OTM)**

Sealed Tenders are hereby invited from reputed supplier for procuring of PVC/PET ID card printer with laminator & Encoder, Registered lamination film (Hologram Patch Roll), Contactless NFC PVC Card (8K), Color Ribbon and Cleaning Kit for Online Admission Committee, Central Admission Office, University of Dhaka.

|                          |                                       |   |             |        |
|--------------------------|---------------------------------------|---|-------------|--------|
| 1.                       | Ministry/Division                     | University of Dhaka   |             |        |
| 2.                       | Agency                                | University of Dhaka   |             |        |
| 3.                       | Procuring Entity Name                 | Central Admission Office, University of Dhaka.  |             |        |
| 4.                       | Invitation for                        | Procurement of PVC/PET ID card printer with laminator & Encoder with consumables  |             |        |
| 5.                       | Invitation Tender Ref No.             | DU/CAO/OTM/2023/147/001   |             |        |
| 6.                       | Date:                                 | 15-02-2023  |             |        |
| KEY INFORMATION          |                                       |   |             |        |
| 7.                       | Procurement Method                    | Open Tendering Method   |             |        |
| FUNDING INFORMATION      |                                       |   |             |        |
| 8.                       | Budget and Source of Funds            | University of Dhaka   |             |        |
| PARTICULAR INFORMATION   |                                       |   |             |        |
| 9.                       | Project/Program Name                  | Student Smart Card, University of Dhaka   |             |        |
| 10.                      | Tender Package Name                   | Procurement of PVC/PET ID card printer with laminator & Encoder, Registered lamination film (Hologram Patch Roll), Contactless NFC PVC Card (8K), Color Ribbon and Cleaning Kit for Online Admission Committee, Central Admission Office, University of Dhaka   |             |        |
| 11.                      | Tender Publication Date               | 15-FEB-2023   |             |        |
| 12.                      | Tender Last Selling Date              | 01-FEB-2023 Up to 4:00 PM   |             |        |
| 13.                      | Tender Closing Date and Time          | Date  | Time        |        |
|                          |                                       | 02-MAR-2023   | 12:00 noon  |        |
| 14.                      | Tender Opening Date and Time          | 02-MAR-2023   | 12:30 PM    |        |
| 15.                      | Name & Address of the Office(s)       | Address(s)  |             |        |
|                          | -Selling Tender Document              | Dhaka University Online Procurement System  |             |        |
|                          | -Receiving Tender Document            | Dhaka University Online Procurement System  |             |        |
|                          | -Opening Tender Document              | Office of the Chief Engineer, University of Dhaka   |             |        |
| 16.                      | Place/Date/Time of Pre-Tender Meeting | Name/Address  | Date        | Time   |
|                          |                                       | Central Admission Office<br>Room # 214, Administrative Building,<br>University of Dhaka   | 26-FEB-2023 | 4:00PM |
| INFORMATION FOR TENDERER |                                       |   |             |        |
| 17.                      | Eligibility of Tenderer               | 1. Up to date Trade License<br>2. Up to date VAT Registration Certificate<br>3. Up to date Income Tax Clearance Certificate<br>4. Bank solvency Certificate<br>5. Tenderer must be owner of the firm. If the tenderer is the representative of the firm then he/she will be authorized by the owner of the firm (signature with name and seal of the owner).<br>6. At least one (1) experience certificate for supply of similar goods having value of 14 lacs for Lot-1 and 28 lacs for Lot-2 in a single tender during the recent 5 years as mentioned in TDS.<br>7. Tenderer MUST be the manufacturer or partner/distributor/agent of the manufacturer or both for the items in Lot-1. A supplier is also eligible for the tender for Lot-2. |             |        |
| 18.                      | Brief Description of Goods            | Lot 1 - PVC/PET ID card printer with laminator & Encoder with consumables<br>Lot 2 - Contactless Desfire NFC PVC Card (8K)  |             |        |
| 19.                      | Brief Description of Related Services | Lot 1- Installation, on-premise servicing and warranty of the PVC/PET ID card printer with laminator & Encoder.<br>Lot – 2 None   |             |        |
| 20.                      | Tender Document Price                 | Tk. - 5,500/- (Five thousand taka only)   |             |        |

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| 21.                      | Identification/Name of Goods  | Location                                      | Lot No. | Name of Items   | Tender Security Amount | Completion Time                           |
|--------------------------|---|---|---------|---|------------------------|---|
|                          | PPVC/PET ID card printer with laminator & Encoder with consumables  | Central Admission Office, University of Dhaka | Lot- 1  | PVC/PET ID card printer with laminator & Encoder, Registered lamination film (Hologram Patch Roll) Color Ribbon, Cleaning Kit | (BDT) 75,000/-         | 45 days from the date of Contract signing |
|                          | Contactless Desfire NFC PVC Card (8K)   | Central Admission Office, University of Dhaka | Lot- 2  | Contactless NFC PVC Card (8K)   | 1,50,000/-             | 45 days from the date of Contract signing |
| PROCURING ENTITY DETAILS |   |   |         |   |                        |   |
| 22.                      | Name of Official Inviting Tender  |   |         | Professor Dr. Md. Mustafizur Rahman   |                        |   |
| 23.                      | Designation of Official Inviting Tender   |   |         | Convener, Online Admission Committee  |                        |   |
| 24.                      | Address of Official Inviting Tender   |   |         | Room: 214, Central Admission Office, Administrative Building, University of Dhaka   |                        |   |
| 25.                      | Contact details of Official Inviting Tender   |   |         | Phone: 55167804, 09666911463/4052(office)<br>Fax 880-2-55167810, E-mail: admission@eis.du.ac.bd                               |                        |   |
| 26.                      | The procuring entity reserves the right to accept or reject any or all tenders without assigning any reason whatsoever. <b>The procuring authority also reserves the right to omit, increase or decrease the quantities of products/goods/service from the Tender.</b> The suppliers must abide by the decision of the University authority. Tender form, schedule of requirements of supply, tender notice and terms and conditions etc. will form the integral part of the tender. <b>The Tenderer should write the name of the lot and the name of the firm on the envelope clearly.</b> Vat, Income Tax and other Taxes, if any, imposed by the Govt. will be deducted from their bills as per Govt. rules. |   |         |   |                        |   |

Sd/  
Professor Dr. Md. Mustafizur Rahman  
Convener, Online Admission Committee  
Central Admission Office, University of Dhaka