



Head Office, Suvastu Imam Square  
65 Gulshan Avenue (Gulshan-1), Dhaka  
Telephone: +8809610016736, Ext.: 73201

Ref: MGBPLC/HO/GSD/MS/2026

Date: July 27, 2026

**Tender Notice for Signage Work at Head Office of Meghna Bank PLC at Medona Tower.**

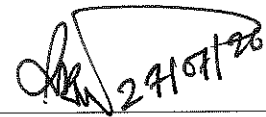
Sealed quotations are hereby invited from reputed Organizations doing the signage work at Head Office of Meghna Bank PLC.

- 1) Tender Notice Ref. No. and Date : MGBPLC/HO/GSD/MS/2026 Date: 27/07/2026
- 2) Purpose of tender : Signage Work at Head Office of Meghna Bank PLC at Medona Tower.
- 3) Eligibility for the tender : Minimum 5 years of experience in relevant field.
- 4) Address of the office submission of the tender bid : General Services Division, Suvastu Imam Square (Level-07), 65 Gulshan Avenue, Gulshan-01 Dhaka (in the designated tender box placed at the reception)
- 5) Last date of submission of the tender bid : Date: 03/08/2026; Time: 12:00 Hours
- 6) Opening date and time of tender bids : Date: 03/08/2026; Time: 12:30 Hours  
: If the tender opening date falls on a holiday, the bids will be opened on the **next working day**.
- 7) Details of works & specifications : **As attached [Annexure A]**
- 8) Name of Division/Department inviting tender : General Services Division, Head Office, Dhaka
- 9) Papers/certificates to be enclosed with proposal :
  - a. Copy of Trade License
  - b. Copy of TIN certificate
  - c. Copy of VAT certificate.
  - d. Copy of BIN Certificate
  - e. Satisfactory performance certificate.
  - f. Detailed Clients List
  - g. Bank Statement (last 6 months)
- 10) Special instructions :
  - a) Tender bids shall remain valid for 45 (forty-five) days from the date of opening.
  - b) Tender bids shall be declared ineligible if all papers/documents called for in serial No. 9 are not enclosed.
  - c) Besides all above noted conditions all other terms and conditions Mentioned in the tender schedule shall also apply.

11) Bank's Rights

Meghna Bank PLC reserves the right to:

- Accept or reject any or all tenders without assigning any reason.
- Negotiate with any bidder if necessary.
- Increase or decrease the quantity, modify specifications, design, quality, or other parameters as deemed appropriate.



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Head of General Services Division

## Annexure-A

| Sl. No. | Item Name           | Specification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Size                     | Qty.      | Total Price |
|---------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------|-------------|
| 01.     | MS Channel Letter   | <p><b>Meghna Bank</b></p> <p>Combination of fiber laser cutting 18swg &amp; 22 SWG MS sheet 3" depth box for edge part, laser cutting 3mm opal white acrylic (7 X 10) for front lit. Best quality duco paint by nexa from England &amp; Octoral from Netherlands. Best quality imported LED module by Samsung (Korea) 6500k Wallproof power supply by JINBO (European Standard), necessary inside electrical works etc.</p> <p><b>Head Office &amp; Training Center</b></p> <p>Combination of Fiber Laser cutting 18SWG &amp; 22 SWG MS Sheet with 3" depth box for edge part, laser cutting 3mm opal white acrylic sacrificial, best quality / matt black duco paint, best quality imported LED module by Samsung (Korea) 6500k waterproof power supply by JINBO (European Standard) necessary inside electrical works.</p> <p><b>Frame</b></p> <p>Combination of 2" X 2" &amp; 1.5" X 1" MS Box pipe for frame, full structure enamel paint, pudding, welding etc.</p> | 37" X 5.5"<br>19' X 1.5' | 01<br>Set |             |
| 02.     | Installation Charge | Fitting, Fixing, Transportation, Civil Works all complete at site                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                          |           |             |
| Total   |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                          |           |             |

### Terms and Conditions:

- ☐ **Prices must include VAT, Tax,** delivery and installation at site
- ☐ **VAT** and AIT will be deducted as per Government rules.
- ☒ **All other** terms and conditions mentioned in the tender schedule **shall apply.**