



Ref : MGBL/HO/GSD/Branding Items/2022

Date: August 04, 2022

Tender Notice for Branding Items.

Sealed tenders are hereby invited for procuring of Branding Items for Meghna Bank Limited.

- 1) Tender Notice Ref. No. and Date : MGBL/HO/GSD/Branding Items/2022, Dt.:
04/08/2022
- 2) Purpose of tender : Procuring of Branding Items.
- 3) Eligibility for the tender : Any reputed company worked with minimum 3 banks
and has 5 years of experience in operation.
- 4) Name of the sales office of Tender : General Services Department, Head Office Dhaka
Schedule
- 5) Address of the office to submit the : Suvastu Imam Square (L-06), 65 Gulshan Avenue,
Tender Bid Gulshan-1, Dhaka General Services Department, (in
the designated Tender Box placed in the reception.
- 6) Name of Division/ Department : General Services Department, Head Office, Dhaka
inviting Tender
- 7) Last date of submission of Tender : Date: 11/08/2022 Time: 12:30 PM.
Bid
- 8) Opening date and time of Tender : Date: 14/08/2022 Time: 12:00 PM.
Bid
- 10) Details of Work : As detailed in the Tender Schedule (Enclosed)
- 11) Papers/certificates to be enclosed : a) Copy of Trade License
with the Tender Bid b) Attested copy of full income tax paid certificate
including TIN
c) Attested photocopy of VAT certificate
- 12) Special instructions : a) If any holiday falls on the date of opening of
Tender bids, then it will open on next/following
working day.
b) Tender Bids shall be declared ineligible if all
papers/documents called for in serial no.:
11 are not enclosed.
c) Beside all above noted conditions all other
terms and conditions mentioned in the Tender
Schedule shall also apply.
d) Financial offer must be as per enclosed
"Annexure-A"

The Bank reserves the right to accept or reject any or all the tender or any part thereof without assigning any reason whatsoever and reserves the right to further negotiate with any of the bidders. The Bank Authority also reserves the right to modify the specification etc.





Head of General Services Department

“Annexure-A”

Branding Items			
SI	Description	Unit (sft/pcs)	Rate/Unit
1	Digital Inkjet Print:		
	With Lamination (Matt/Glossy)		
2	PVC Banner: Digital Print on PVC Banner		
	Solvent		
	Eco-solvent		
3	PVC Banner: Digital Print on Blockout PVC Banner		
	Solvent		
	Eco-solvent		
4	Festoon / Roman Banner: PVC Banner, Plastic Pipie, String & Plastic Bolt		
	Solvent		
5	Festoon / Roman Banner: PVC Banner, Plastic Pipie, String & Plastic Bolt		
	Eco-solvent		
6	Festoon / Roman Banner: Banner Cloth, Plastic Pipie, String & Plastic Bolt		
	Eco-solvent		
	Inkjet		
7	Reverse Print on Penaflex:		
	Solvent Print		
	UV Print		
8	Frontlit Vinyle Sticker Print:		
	Solvent Print		
	Solvent Print with lamination (Matt/Glossy)		
	Eco-solvent Print		
	Eco-solvent Print with lamination (Matt/Glossy)		
9	Window Graphics/One way Vision Media:		
	Solvent		
	Eco-Solvent		





10	Reflective Banner Print:		
	Solvent		
	Eco-Solvent		
11	Reflective Sticker Print:		
	Solvent		
	Eco-solvent		
12	Eco-solvent print on Clear Media (Matt/Glossy)		
13	Eco-solvent print on Clear Media with backside vinyle pasting.		
14	Frosted Print:		
	Solvent		
	Eco-solvent		
15	Vinyle Sticker Cutting (Any Color):		
16	Frosted Sticker Cutting:		
17	Plain Frosted Sticker:		
18	Designed Frosted Sticker:		
19	Collage:		
	Digital Inkjet Print Pasted on 5 mm PVC Board installed on the wall		
20	Collage:		
	Digital Inkjet Print Pasted on 3 mm PVC Board installed on the wall		
21	Collage:		
	Digital Inkjet Print Pasted on 8 mm PVC Board with installed on the wall		
22	Product Display Board: Digital Inkjet Print		
	Digital Inkjet Print Pasted on 5 mm Acrylic Board installed with 3/4" SS knob		
23	Product Display Boad: Digital Inkjet Print		
	Digital Inkjet Print Pasted on 5 mm PVC Board installed with 3/4" SS knob		
24	Product Display Boad: Digital Inkjet Print		
	Digital Inkjet Print Pasted on 8 mm PVC Board installed with 3/4" SS knob		
25	Signage: Standard 20' x 04' or above		
	Aluminium Hinge Box with Reverse Print on Penaflex, LED Tube Light (Transtech /Superstar or equivalent company including one year warranty), Electric Cables (BRB/BBS or equivalent company) and necessary accessories. such as angle, clump, hinge, paint etc.		
26	Signage: Standard Size: Below 20' x 04'		
	Aluminium Hinge Box with Reverse Print on Penaflex, LED Tube Light (Transtech /Superstar or equivalent company including one year warranty), Electric Cables (BRB/BBS or equivalent company) and necessary accessories. such as angle, clump, hinge, paint etc.		





27	Signage: Standard Size: 20' x 03' or above		
	Aluminium Hinge Box with Reverse Print on Penaflex, LED Tube Light (Transtech /Superstar or equivalent company including one year warranty), Electric Cables (BRB/BBS or equivalent company) and necessary accessories. such as angle, clump, hinge, paint etc.		
28	Signage: Standard Size: Below 20' x 03'		
	Aluminium Hinge Box with Reverse Print on Penaflex, LED Tube Light (Transtech /Superstar or equivalent company including one year warranty), Electric Cables (BRB/BBS or equivalent company) and necessary accessories. such as angle, clump, hinge, paint etc.		
29	Both Side Signage: Standard Size: 03' x 05' or above		
	Aluminium Hinge Box with Reverse Print on Penaflex, LED Tube Light (Transtech /Superstar or equivalent company including one year warranty), Electric Cables (BRB/BBS or equivalent company) and necessary accessories. such as angle, clump, hinge, paint etc.		
30	Signage: (Edgelit Signage with ACP):		
	3mm ACP offcut letter cutting set on 3mm ACP, double layer acrylic (10mm clear acrylic & 03mm Coloured Acrylic) including LED Light (best quality), Electric Cables (BRB/BBS or equivalent company), necessary accessories with one year service warranty.		
31	Signage: (Box Letter Signage with ACP):		
	Box letter made by 03mm acrylic, set on 3mm ACP including LED Light (best quality), Electric Cables (BRB/BBS or equivalent company), necessary accessories with one year service warranty.		
32	Signage: (Box Letter Signage with ACP): (BATA Pattern)		
	Box letter made by 03mm acrylic on top, all side SS, set on 3mm ACP including LED Light (best quality), Electric Cables (BRB/BBS or equivalent company), necessary accessories with one year service warranty.		
33	Signage: (MS Lubber board, Box Letter with Spot Light as per Sample)		
	Standard Size: W 20' x H 04'		
	Frame : 1.5" x 1.5" MS box for Frame making		
	Lubber: 24gz MS sheet with bending for Strip (04" x 01") x 48"		
	Gap per strip: 01"		
	Base for Letter: Made by 03mm ACP. Size: (153" x 2") x 20"		
	Paint : Glossy Anamel spray paint		
	Light : LED 30watt spot light with 1.5" x 15" clump = 03 pcs		
	Logo Size: 12.5' x 03', made by 03mm acrylic as per Sample.		





34	Box Letter Making		
	Acrylic box letter		
	Acrylic box letter with back side glow		
	Acrylic box letter with front & side glow		
	Acrylic box letter with side SS and front glow		
35	Acrylic Letter Cutting with docu paint		
	05mm		
	08mm		
	10mm		
	12mm		
	18mm or above		
36	PVC Letter Cutting with Docu paint		
	05mm		
	08mm		
	10mm		
	12mm		
	18mm or above		
37	ACP Letter cutting with PVC board:		
	ACP Letter cutting pasted on 05mm PVC Board & paint		
	ACP Letter cutting pasted on 08mm PVC Board & paint		
38	S.S Logo/ Letter Making		
39	Slim Light Box:		
	Imported		
	Local		
40	Wooden Notice Board:		
	Made by wooden board, foam, thin fabric & ss knob.		
41	Hanging Message Display Board		
	Made by ss rod/ ss chain, 08 mm pvc board & both side inkjet print.		
42	LED Power Supply		
43	LED Signage Maintenance		
44	Regular Signage Maintenance/Print Replacement/Light replacement etc.		
45	SS knob:		
	1/2" Diameter		
	3/4" Diameter		
	1" Diameter		





46	MS Pipe		
	3" Diameter		
	4" Diameter		
47	SS Pipe:		
	3" Diameter		
	4" Diameter		
48	Acrylic Deposit Slip holder (as per design & specifications)		
49	Brochure Holder Made by PVC Board & Color Paint (as per design & specifications)		
50	Message Display unit (as per design & specifications)		
51	Cross banner Stand		
52	Pop up Stand		
53	Cheque drop box (as per design & specifications)		
54	Directional / Indicator Sign (as per design & specifications)		
55	Queue Stand		
56	Velvet Rope		
57	Wall Paint (any color)		
58	Electronic Deposit Rate Chart Board		
59	Electronic Deposit Rate Chart Board Maintenance		
60	Electronic Foreign Exchange Rate Chart Board		
61	Electronic Foreign Exchange Rate Chart Board Maintenance		
62	Branch Name Board		
	Made by glass with babled, inkjet print with lamination & ssknob		
63	Wall Clock (as per Design & Size)		
64	Umbrella		
	Small (Cherry)		
	Guard		
	Garden		
65	Table Top (as per design & specifications)		
66	Cut out (4' Height)		
	Made by 05mm PVC board, inkjet print & support board.		
	Made by 05mm PVC board, inkjet print & support board.		
67	Cut out (4' Height above)		
	Made by 05mm PVC board, inkjet print & support board.		
	Made by 05mm PVC board, inkjet print & support board.		
68	Fitting/Fixing/Installation Charges for Signage - Inside Dhaka		



MEGHNA BANK LTD.
together we sail



69	Fitting/Fixing/Installation Charges for Signage - Outside Dhaka		
70	Pasting/PVC Banner Fitting Inside Dhaka		
71	Pasting/PVC Banner Fitting Outside Dhaka		
72	Tube Light		
73	Wire/Cables		
74	Cheque drop box (as per design & specifications)		
75	Message Display unit (as per design & specifications)		
76	Transportation Charge:		
	In side Dhaka		
	Outside Dhaka		
77	Site/Spot Visit:		
	In side Dhaka		
	Outside Dhaka		
78	Agency Commission		

- This rate chart template must to be followed
- No partial quotation will be accepted
- Valid up to December 31, 2023
- Price must be inclusive of VAT & TAX

