

Ref : MGBL/HO/BO/INSURANCE/2023

Date : May 03, 2023

**Tender Notice for Insurance of Cash in Safe, Cash in Counter, ATM & Locker  
Of Meghna Bank Ltd.**

Sealed quotations are hereby invited from the bona fide Insurance Companies for Meghna Bank Ltd. as detailed below:

- 1) Tender Notice Ref. No. and Date : MGBL/HO/BO/Insurance/2023; 03/05/2023
- 2) Purpose of tender : Insurance of Cash in safe, Cash in Counter, ATM & Locker
- 3) Eligibility for the tender : At least 5 years work experience in Insurance Company at different Banks.
- 4) Address of the office submission of the tender bid : General Services Department, Head Office, Dhaka (in the designated tender box placed in the reception)
- 5) Last date of submission of the tender bid : Date: 10/05/2023 ; Time : 12:00 Hours
- 6) Opening date and time of tender bids : Date: 03/05/2023 ; Time : 12:30 Hours
- 7) Details of works & specifications : **As attached [Annexure A]**
- 8) Name of Division/Department inviting tender : Business Operations Department, Head Office, Dhaka
- 9) Papers/certificates to be enclosed with proposal :
  - a. Photocopy of Trade License
  - b. Attested photocopy of proof of ownership of the tender.
  - c. Attested photocopy of TIN certificate
  - d. Attested photocopy of VAT certificate.
  - f. Performance certificate.
  - g. Six months' Bank statement
- 10) Special instructions :
  - a) Tender bids shall remain valid till 45 (forty five) days from the date of opening.
  - b) If any holiday falls on the date of opening tender bids, then all bids shall be opened on the following working day.
  - c) Tender bids shall be declared ineligible if all papers/documents called for in serial No. 9 are not enclosed.
  - d) Besides all above noted conditions all other terms and conditions Mentioned in the tender schedule shall also apply.

- 11) 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 design, increase or decrease quantity or works, change color, quality, brand etc.

Head of Operations

## Annexure-A

## ATM INSURANCE POLICY

SL	Type of Insurance	Off-Site/On-Site	Cash in Safe of ATM
1	Principal Branch ATM		3,000,000.00
2	Motijheel Branch ATM		2,000,000.00
3	Chawkbazar Branch ATM		1,500,000.00
4	Gazipur Chowrasta Branch ATM	Off-Site	2,000,000.00
5	Bogra Branch ATM		1,000,000.00
6	Hatikumrul Branch ATM		2,000,000.00
7	Shathibari Branch ATM		3,000,000.00
8	Chehelgazi ATM		1,000,000.00
9	Khulna ATM		1,000,000.00
10	Rangpur ATM		1,000,000.00
11	Barisal ATM		1,000,000.00
12	Zirabo Branch ATM	Off-Site	1,000,000.00
13	Mirpur ATM		1,500,000.00
14	Laldighirpar ATM		1,000,000.00
15	Uttara Branch Genex -Nikunja ATM	Off-Site	1,000,000.00
16	Narayangonj ATM		1,000,000.00
	<b>Total</b>		<b>24,000,000.00</b>

### Insurance of Cash in Vault and Cash in Counter

SL in File	Name of the Branch	Branch Address	Total Insurance Coverage of Vault	Cash in Counter
1	Agrabad	Delowar Bhaban, Holding no: 104, Ward: 28, Chittagong City Corporation, Thana: Double Mooring, Chaittagong	2.00	0.50
2	Aman Bazar	Sanowara Convention Hall, Daag no: 19012, 19013, Khatian no: 4103, Union: Chickondondi, Thana: Hathazari, Dist: Chittagong	1.00	0.20
3	Ananda Bazar	Daag no: SABEK-896 & Hal-684, Khatian no: 291, Mouja: Ramdaspur, Union: 12 no Farajikandi, Thana: Matlab Uttar, Dist: Chandpur	0.85	0.20
4	Anowara	Anu Meah Market, Daag no: BS 1528, Khatian no: BS 924, Mouja: Bondor, Union- Boirag, Upazilla- Anowara, District- Chittagong	0.85	0.20
5	Bandura	“SD Shopping Complex”, Bandura, Nawabgonj, Dhaka.	0.50	0.20
6	Barisal	“Barisal Islamia Urban Shomobaya Samity Ltd. Building”, 116 Sadar Road (old), 559 Birshreshtha Captain Mohiuddin Jahangir Road (New), Barisal	1.20	0.30
7	Bogra	Jamil Building (1st & 2nd Floor),51 & 52 (old), 67 & 68 (New) Borogola,Bogra-5800	1.50	0.50
8	Bormi	“Paul Market”, Pathantek, Barmi Bazar, Sreepur, Gazipur	1.00	0.20
9	Chawkbazar	Hazi Matiur Rahman Bhaban, Holding no: 189, Water Works Road, Ward: 19, Dhaka South City Corporation, Chawkbazar, Dhaka	2.50	0.30
10	Chehelgazi	Hazi Danesh Science & Technology University, Mauja: Subra, Union: 1 No Chehel Gazi, Dis: Dinazpur	0.70	0.20
11	Choyani Bazar	Abul Kashem Plaza, Daag no: 387, Khatian no: 511, Mouja: Lakshmipur, Union: Choyani, Thana: Begumgonj, Dist: Noakhali	0.75	0.20
12	Comilla	Razzak Mansion Complex, Holding no: 63, Nazrul Avenue, Ward: 10, Comilla Sadar, Comilla City Corporation, Comilla	1.50	0.50
13	DEPZ	Swapnil Tower, Daag no: SABEK-565 & Hal-80, Khatian no: SA-47 & 57, RS-114 & 120, Mouza: Bipail, Union: Dhamsona, Ashulia, Dhaka	1.00	0.20
14	Dhanmondi	Holding no: 48/8 (1st & 2nd Floor), Road: 9/A, Vasha Shainik Towaha Sarak, Ward: 15, Dhaka South City Corporation, Dhanmodi, Dhaka	3.00	0.50
15	Feni	Kamal & Rafiq Plaza,Holding No: 327, S S K Road,Ward No: 10,Pouroshova,Feni,Thana: Sadar,District: Feni	1.50	0.30
16	Gazipur Chowrasta	Chandona Plaza, Holding no: 48, Dhaka Road, Ward: 17, Gazipur City Corporation, Joydebpur, Gazipur	2.00	0.30
17	Hatikumurul	Haji Iman Ali Complex”, Hatikumrul, Sirajgonj Road, Salonga, Sirajgonj.	1.00	0.20

18	Jessore	Holding no: 20, R.N. Road, Ward: 08, Kotwali, Jessore	1.20	0.30
19	Joypurhat	Tazim Plaza, Holding no: 84(Old), 72 (New), Block: A, Sadar Road, Ward: 08, Joypurhat Powrashava, Joypurhat	1.05	0.30
20	Jubilee Road	Haque Tower, Holding no: 923/A/1103 (New), 610/11 (Old), Jubilee Road, Ward: 22, Chittagong City Corporation, Kotwali, Chittagong	1.50	0.50
21	Kalampur	Jahanara Super Market, Daag no: 2041 & 2042, Khatian no: SA- 239, Mouza: Valum, Union: Sanora, Thana: Dhamrai, Dhaka	1.00	0.20
22	Khulna	19 KDA Avenue, Tetultolar Mor, Sheikhpara, Khulna	1.20	0.30
23	Kishoreganj	Amzad Bhuiyan Plaza, Holding no: 370, Ward: 06, Kishoregonj Sadar, Kishoregonj	2.00	0.30
24	Kushtia	Holding no: 72, N.S. Road, Ward: 03, Kushtia Sadar, Kushtia	1.50	0.30
25	Laldighir Par	Bakht Center (1st Floor),2837-00,Laldighir Par, Sylhet-3100	2.00	0.50
26	Madambibir Hat	“M A Trade Center”, Madambibirhat, Near Sheuli Petrol Pump, Bhatiary, Chittagong.	2.00	0.20
27	Madhabdi	“Haji Siraj Tower”, College Road, Madhabdi Bazar, Madhabdi, Narsinghdi.	1.10	0.20
28	Mirpur	Islam Plaza, Holding no: 07, Road: 3, Harun Mollah Road, Ward: 06, Pallabi, Mirpur, Dhaka.	2.00	0.30
29	Motijheel	Jibon Bima Bhaban (Ground Floor), 10 Dilkusha C/A, Dhaka-1000	5.00	0.50
30	Munshirhat	Amir Hossain Dealer Market (1st Floor), Munshirhat Bazar,Chauddagram, Comilla	1.00	0.20
31	Nalchity	J.R. Complex, Holding no: 11, Station Road, Ward: 05, Nalchity, Jhalakathi	0.75	0.20
32	Narayanganj	“Hazi Hashem Trade Center”, Holding#55/A, Ward# 15, S.M. Maleh Road, Tanbazar, Narayanganj.	2.50	0.50
33	Pangsha	Maya Super Market, Daag no: 311/407, Khatian no: 143, Mouja: Narayanpur, Ward: 04, Pangsha, Rajbari	0.75	0.20
34	Patherhat	Noapara School Market (1st Floor), Patherhat, Noapara, Raozan, Chittagong	0.80	0.20
35	Principal	Suvastu Imam Square (Ground Floor), 65 Gulshan Avenue, Gulshan-1, Dhaka	12.00	0.50
36	Rajshahi	Prince Tower, Holding no: 25, Ward: 12, Thana: Boalia, Rajshahi	1.20	0.30
37	Rampal	Sufia Plaza(1st floor), Shipahi Para, Rampal, Munshigonj	0.85	0.20
38	Rampur Bazar	Gawsia Tower, Daag no: 408/425, Khatian no: 680, Mouja: Rampur, Union: Kalcho South, Hajigonj, Chandpur	0.50	0.20
39	Rangpur	Khan Bahadur Abdur Rauf Plaza, House: 1, Road: 1, Station Road, Rangpur	1.20	0.50
40	Senbagh	Amir Ali Market, Holding no: 242 & 243, Ward: 03, Mouja: Arjuntola, Senbagh, Noakhali	1.00	0.20
41	Shathibari	Suvash Palace (1st Floor), Holding no: 495, Shathibari Bazar, Union: 14 no Durgapur, Mithapukur, Rangpur	0.85	0.20

42	Sonargaon Road	Anchor Tower, 108, Bir Uttam C. R. Dutta Road, Dhaka. Bangladesh	3.00	0.50
43	South Surma	Niamah Tower (1st Floor), Chondipul Point, South Surma, Sylhet-3100	0.50	0.20
44	Takerhat	Shahabuddin Molla Complex (1st Floor), Takerhat, Dhaka-Barisal Highway, Rajoir, Madaripur	2.00	0.20
45	Uttara	Shafina Center, Holding no: 14, Garibe Newaz Avenue, Ward: 01, Dhaka North City Corporation, Uttara, Dhaka.	3.00	0.50
46	Zamindarhat	Oman Market (1st Floor), Zamindarhat, Begumgonj, Noakhali-3825	0.85	0.20
47	Zirabo	Jalil Complex ,Vill: Zirabo, Union: Yearpur ,Thana: Ashulia, District: Dhaka	0.85	0.20
48	Banani	Autograph (2nd Floor), Holding no: 67 & 68, Kamal Ataturk Avenue, Ward: 19, Dhaka North City Corporation, Banani, Dhaka-1213	5.00	0.50
49	Pagla	Zakir Super Market (1st floor), Daag no-R.S. No- 91, Khatian no: R.S.-43, Delpara Road, Mouja: Dhopatita, Union: Kutubpur, Thana: Fatullah, District: Narayanganj	0.70	0.20
50	Barishal Sher-e-Bangla Medical College Hospital Sub Branch	Holding No: 114 & 774, Band Road, Ward No: 11, Barishal City Corporations, Thana: Barishal Sodor, District: Barishal	1.00	0.20
<b>Total</b>			<b>84.70</b>	<b>15.00</b>

**Insurance for Locker**

<b>SL</b>	<b>Branch</b>	<b>No of Locker</b>	<b>Value of Each Locker</b>	<b>Value of Insurance</b>
1	Principal Branch	46	300,000.00	13,800,000.00
2	Uttara Branch	19	300,000.00	5,700,000.00
3	Dhanmondi Branch	15	300,000.00	4,500,000.00
4	Banani	04	300,000.00	1,200,000.00
	<b>Total</b>	<b>84</b>		<b>25,200,000.00</b>