

Head Office, Suvastu Imam Square (Level – 3, 6 & 07)
65 Gulshan Avenue (Gulshan-1), Dhaka
Telephone: +8809610016736, Ext.: 73201

**Tender Notice for procurement of Office Uniforms for Support
Service Staffs of MGBPLC**

Ref : MGBL/HO/GSD/Office Uniforms/2026

Date: September 30, 2026

Sealed tenders are hereby invited for procurement of Office Uniforms for Support Service Staffs (Gunman, Drivers, Messengers, Tea Boy, Security Guard) of MGBPLC.

- 1) Tender Notice Ref. No. and Date : MGBL/HO/GSD/Office Uniforms/2026,
Date.: September 30, 2026
- 2) Purpose of tender : Procurement of Office Uniforms.
- 3) Eligibility for the tender : Any reputed company has 03 years of experience in operation.
- 4) Name of the sales office of Tender Schedule : General Services Division, Head Office Dhaka
- 5) Address of the office to submit the Tender Bid : Suvastu Imam Square (L-07), 65 Gulshan Avenue, Gulshan-1, Dhaka- 1212, General Services Department, (in the designated Tender Box placed in the reception.
- 6) Name of Division/ Department inviting Tender : General Services Division, Head Office, Dhaka
- 7) Last date of submission of Tender Bid : Date: 08/10/2026 Time: 15:00 Hrs.
- 8) Opening date and time of Tender Bid : Date: 08/10/2026 Time: 15:10 Hrs.
- 9) Details of Work : As detailed in the Tender Schedule (Enclosed)
- 10) Papers/certificates to be enclosed with the Tender Bid :
 - a) Copy of Trade License
 - b) Copy of full income tax paid certificate including TIN
 - c) Copy of VAT certificate
- 11) 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) Beside all above noted conditions all other terms and conditions mentioned in the Tender Schedule shall also apply.
 - c) 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 Division

"Annexure-A"

Dress:

Description	Quantity	Unit Price	Total Price
Shirt (Fabric)	118 Pcs		
Trousers (Fabric)	118 Pcs		
Swing Cost (Shirt)	118 Pcs		
Swing Cost (Trousers)	118 Pcs		
Embroidery	118 Pcs		

- Price must be inclusive of VAT & TAX

Color & Specifications:

• Shirt	Sky Blue (Cotton & Polyester mix)
• Trousers	Deep Blue/Black (Cotton & Polyester mix)

