

**Request for Proposal of Painting Work for Asian
University for Women**

RFP Summary Sheet

Name of the company	Asian University for Women
Procurement Reference Number	AUW/21-22_46
Date of issue of the RFP	23 rd November, 2021
Date and Closing Time for RFP submission	25 th November, 2021 (4:00 pm) (GMT +6)
Quotation submission mail address	tender_18@auw.edu.bd
Address for Communication	Asian University for Women 20/A M. M. Ali Road Chattogram 4000, Bangladesh Tel: +880-31-285-4980 Fax: +880-31-285-4988

Bidders are invited to submit their proposal in accordance with the enclosed Request for Proposal (RFP) terms.

AUW reserves the right to reject any or all offers without assigning any reason.

Complete confidentiality should be maintained. Information provided here should be used for its intended scope and purpose. Retention of this RFP signifies your agreement to treat the information as confidential.

All communication with regard to this request for proposal needs to be directed to AUW directly while in copy of all these communications at the email addresses mentioned in the RFP mail.

For any further queries can contact in below mail: Primary point of contact for RFP process and technical queries Mohammed Ishrat Bin Mahbub; Head of Procurement; Email: mohammed.mahbub@auw.edu.bd; Contact Number: +8801926673027; Whatsapp: +8801671470348 and Looping Address for queries Manoj Prasad Ghantasala; Chief Financial Officer manoj.ghantasala@auw.edu.bd

Proposal should be submitted only in the email: tender_18@auw.edu.bd

No other AUW email should be in TO/CC/BCC. Any proposal violate this instruction may face the cancellation of their proposal.

Objective

Asian University for Women (AUW) seeks to graduate women who will be skilled and innovative professionals, service-oriented leaders in the businesses and communities in which they will work and live, and promoters of intercultural understanding and sustainable human and economic development in Asia and throughout the world.

Requirements

We, to achieve our objectives, need the following product/services are below:

- **Description of Product/Service: Painting Work with materials for Asian university for Women**
- **Details of Specifications:** Please refer to the attached “Bid submission format for the detailed specifications and submit the quotes in the same format.”

SL	Item	QTY	Unit
1	20 G, 20H, Classroom and office painting work 2 coat repainting	35,000	SFT

Information need to be submitted:

- a) Brand name of the paint
- b) Trade license
- c) TIN
- d) Company details

Please note that this offer is subject to the following terms and conditions:

1. The quantities mentioned are tentative quantities required and may change at the time of the finalization of the contract/PO.
2. The basic rates quoted should be effective until 30th November, 2021
3. AUW reserves the right to award the contract to one or more bidders. Accordingly, the final quantities required will be divided among successful bidders. The quantities so divided will be at the sole discretion of AUW.
4. AUW reserves the right to cancel the bidding before or after the receipt of bids or also after the opening of bids and call for fresh bids. AUW also has the right to reject any bid without assigning any reason.
5. Bids incomplete in any respect will not be considered.
6. Please mention your payment terms in the bid.
7. Any query for clarification on the bid can be had from the undersigned latest by 25th November, 2021 12:00 pm. Please note that any inquiry received from any bidder will be sent to all bidders without disclosing the source of the inquiry.

Bid submission format (Please update cells highlighted in yellow)							
Name of the Vendor							
Address							
Contact Person Name							
Contact Details (Email Id & Telephone No)		-					
DETAILS				RATE			
S.No	Name of the product	Specifications	Quantity	Rate	% of VAT (if applicable)	VAT Amount (BDT)	Total Amount (BDT)
1							
2							
Total							
Total Cost all inclusive							
Payment terms (BTC)							
Quotation valid till							
Any other terms and conditions							
Signature stamp							