

Trust Bank PLC.
General Services & Security Division (GSSD), Purchase & Procurement Department (PPD)

Doc. No: TBL/HO/GSSD/PPD/2025/228

Date: 11 September 2025

Invitation for Auction

S/N	Particulars	Descriptions	
1.	Tender Ref. No.	TBL/HO/GSSD/PPD/AUCTION/2025/61	
2.	Tender Date	11 September 2025	
3.	Invitation for	Selling Out 01 no. 50 KVA Diesel Generator Set of Trust Bank PLC.	
KEY INFORMATION			
4.	Auction Method	Sealed-Bid Auction (LTM)	
FUNDING INFORMATION			
5.	Source of Funds	Own Source	
PARTICULAR INFORMATION			
6.	Product Name	Selling Out 01 no. 50 KVA Diesel Generator Set of Trust Bank PLC.	
7.	Auction Completion Time	Maximum 07 (Seven) days form issuance of Work Order.	
8.	Auction Location	Trust Bank PLC, Head Office, Shadhinata Tower (5 th Floor), Bir Srestha Shaheed Jahangir Gate, Dhaka Cantonment, Dhaka-1206	
9.	Auction Notice Issuing Date	11 September 2025	
10.	Last Date of Auction Schedule Collection	24 September 2025	
11.	Auction Schedule Collection Details	Interested bidders may collect Tender Schedule after depositing tender schedule fee from Trust Bank PLC., Purchase & Procurement Department, Head Office, Shadhinata Tower (Level # 05), Bir Srestha Shaheed Jahangir Gate, Dhaka Cantonment, Dhaka.	
12.	Auction Document Submission Date and Time	From Date: 11 September 2025 Time: 10:00 am	To Date: 25 September 2025 Time: 1:00 pm Note: Except weekend and Government holiday.
13.	Location of Auction Document Submission	Trust Bank PLC., Purchase & Procurement Department, Head Office, Shadhinata Tower (Level # 05), Bir Srestha Shaheed Jahangir Gate, Dhaka Cantonment, Dhaka.	
14.	Auction Closing Date and Time	Date: 25 September 2025	Time: 1:00 pm
15.	Auction Opening Date and Time	Date: 25 September 2025	Time: 3:30 pm Note: The auction will be opened in presence of the intending tenderer(s) (if any). If the auction cannot be opened as per scheduled date and time due to unavoidable circumstances, the same will be opened on the next working day at the same time or opening schedule will be provided to the respective tender section of Trust Bank PLC. website (www.tblbd.com/tender). Auction Opening Sub Committee will open the Financial Offers in presence of the vendors (if any vendor remains present).
16.	Location of Tender Opening	Trust Bank PLC., Purchase & Procurement Department, Head Office, Shadhinata Tower (Level # 05), Bir Srestha Shaheed Jahangir Gate, Dhaka Cantonment, Dhaka.	
INFORMATION FOR TENDERER			
17.	Eligibility for the Bidder	Any bonafide vendor or firm who has successfully participate & complete such kind of work experience with the banks or similar organizations.	
18.	Brief Description of Work, Goods and Related Services	As per Financial Offer.	
19.	Specification	As per Financial Offer.	

(Signature)



S/N	Particulars	Descriptions
20.	Tender Schedule Fee	The bidders are required to deposit Tk. 2000.00 as Auction Fee (Non-Refundable) in any branch of Trust Bank PLC. or transfer fund from any bank to the following account of Trust Bank PLC. a. Name of the Account: Tender Participation Fees Account b. Account Number: 0022-0210018483 c. Millennium Corporate Branch, Routing No: 240262958
21.	Security Deposit	5% of total offer price will be deposited with the auction schedule. Non responsive tender money will be returned to the tenderer. For responsive bidder's security deposit will be returned on issue of work order.
22.	Rights of Trust Bank PLC.	The Bank authority reserves the right to accept or reject any or all the tender partly or fully without assigning any reason whatsoever. The Bank authority is not bound to purchase the items from the lowest bidders(s) and also reserves the right to modify the tender schedule, correction or change of any clause of the tender without information.
23.	Structure of Financial Offer	23.1 Tenderers shall fill up the Financial Offer in Bangladesh Taka (BDT). 23.2 Total calculated amount to be written in words and to be signed by the Bidder. In this case no error will be accepted. If any error found, then Trust Bank PLC. may reject the offer. 23.3 The financial offer shall be accompanied by a forwarding letter on the bidding Firm's Letter Head Pad clearly stating the subject line, grand total amount and date. 23.4 Financial Offer should be valid for at least 06 months (180 days) from the date of tender opening. 23.5 Product price must be including Tax. 23.6 Price must be included product cost, delivery cost, labor cost and all other related costs.
24.	Payment Terms	Only successful bidder will deposit 100% or 95% with adjustment of 5% security deposit of bidding price before issuance of allotment letter. If the bidder fails to pay 100% of the total quoted price then bidder's earnest money (5%) will be forfeited.
25.	Handover & Delivery	Generator shall be handed over to the successful bidder after depositing 100% bidding price. Generator will be handed over from its present location.
26.	Sealed Bid	Bid envelop (A4 size or equivalent) shall be properly sealed. At the top of the envelop bidder shall clearly write "Financial Offer" along with Name of the Project and Name of the Firm.
27.	Other Instruction	a. Copy of National ID with must be submitted with the offer. b. All pay order must be issued in favour of Trust Bank PLC. c. Earnest money will be refunded to the unsuccessful bidders. d. Bank is not bound to accept the highest bidder. e. Trust Bank PLC. Authority reserves the right to accept or reject single/all quotations/bids without assigning any reason.

Rashidul Islam
PO, PPD, GSSD

Mohammad Golam Mostofa
SAVP, PPD, GSSD

Col Khandaker Yusuf Hasan (Retd)
EVP & Head of PPD, GSSD

