



Leathergoods And Footwear Manufacturers & Exporters Association of Bangladesh

NOTICE

1. The LFMEAB (Purchaser) hereby requests you to submit price quotation(s) for the supply of the following items:

SL	Name of Item	Description	Unit	Quantity
1	Export Certificate	3 pages & 3 color (White, Green & Brown) per set and total 50 set in one (1) book; Size: A 4	(30×150 Pages) 120 GSM	4500(Pages) = 30 Books
2	Big Envelope	3 Colour on White Paper- Golden Brown, Black and Blue; Size: Horizontal 31cm, Vertical 24.5 cm	1 (100 GSM Paper)	1000 Pcs
3	Small Envelope	3 Colour on White Paper- Golden Brown, Black and Blue; Size: Horizontal 24.5 cm , Vertical 10.6 cm	1 (80 GSM Paper)	3000 Pcs
4	Letter Head Pad	3 Colour on White Paper- Golden Brown, Black and Blue; Size: Horizontal 11 cm, Vertical 8.1 cm	1 (100 GSM Paper)	5000 Pcs

2. You must quote for the items under this request. Price quotations will be evaluated for the item and contract awarded to the firm offering the lowest evaluated total cost of the item.

3. You shall submit original Price Quotation with the Form of Quotation. Your quotation in the attached **format should be signed, sealed in an envelope and to be delivered to the following address by hand:**

Purchaser's Address: Secretary General
LFMEAB
Harbour Gulshan Link, Ta-94/B (1st & 2nd Floor), Middle Badda,
Gulshan Link Road, Dhaka-1212, Bangladesh
+880-2-58810271-2

4. Your quotation in duplicate and written in English/Bangla language, should be accompanied by adequate technical documentation and specifications including names and addresses of firms.


5. The deadline for receipt of your quotation(s) by the Purchaser at the address indicated in Paragraph 3 is: **21/10/2022 at 4.00 PM.**

6. Assigned jobs has to be completed properly and printed material to be delivered within 7 (Seven) days of issuing the work order.

6. Further information can be obtained from:

Mr. Md. Syfur Rahman
Manager, LFMEAB
Harbour Gulshan Link, Ta-94/B (1st & 2nd Floor), Middle Badda,
Gulshan Link Road, Dhaka-1212, Bangladesh
Email: syfur@lfmeab.org; phone: (88) 02 58810271-2

Best regards,


Major Md Rafiqul Islam (Retd.)
Secretary General

FORM OF QUOTATION

To

Secretary General
LFMEAB

Harbour Gulshan Link, Ta-94/B (1st & 2nd Floor), Middle Badda,
Gulshan Link Road, Dhaka-1212, Bangladesh

We offer to execute the Procurement of **under mentioned items** for LFMEAB in accordance with the Conditions of Contract accompanying this Quotation for the total Contract Price of BDT, (Amount in words:). We propose to complete the delivery of goods described in the Contract within the duration from the date of receiving the work order.

Prices (inclusive of local taxes i.e AIT, VAT, etc.) and Schedules for Supply

Item No.	Description of Item	Unit	Quantity	Total Price in Figure and Word	Delivery Time
1	2	3	4	5	6
1	Export Certificate 3 pages & 3 color (White, Green & Brown) per set and total 50 set in one (1) book; Size: A 4	(30×150 Pages) 120 GSM	4,500(Pages) = 30 Books		
2	Big Envelope 3 Colour on White Paper- Golden Brown, Black and Blue; Size: Horizontal 31cm, Vertical 24.5 cm	1 (100 GSM Paper)	1000 Pcs		
3	Small Envelope 3 Colour on White Paper- Golden Brown, Black and Blue; Size: Horizontal 24.5 cm, Vertical 10.6 cm	1 (80 GSM Paper)	3000 Pcs		
4	Letter Head Pad 3 Colour on White Paper- Golden Brown, Black and Blue; Size: Horizontal 11 cm, Vertical 8.1 cm	1 (100 GSM Paper)	5000 Pcs		
Total Amount				In figure	
				In words	
Goods to be supplied to		LFMEAB, Harbour Gulshan Link, Ta-94/B (1st & 2nd Floor), Middle Badda, Gulshan Link Road, Dhaka-1212, Bangladesh			

Total Amount in Taka (in words)	
Delivery Offered	

Authorized Signature:

Name and Title of Signatory:

Name of Supplier:

Address:

Phone Number:

Email address: