NRBC BANK

**Tender Notice**
**Facility Management Division, Head Office, Dhaka.**

Tender Ref: NRBCB/FMD/2026/1129 November 12, 2026

**Invitation for Tender**

**"Procurement of Attendance Machine for 01 Year"**

Sealed Quotations are hereby invited from the experienced and competent vendors/suppliers under the Terms and Conditions stated below:

| SL | Particular | Descriptions |
|---|---|---|
| 01 | Procuring Entity Name | NRBC Bank PLC. |
| 02 | Procuring Method | Open Tender Method (OTM) |
| 03 | Tender For | Procurement of Attendance Machine for 01 Year |
| 04 | Brand & Model | NITGEN/Equivalent<br>Subject to the successful completion of the Proof of Concept (POC) |
| 05 | Name & Address of The Office | NRBC Bank PLC., Facility Management Division, 6th Floor, Head Office, 114 Motijheel, C/A Dhaka-1000. Cont. +8802223353422 |
| 06 | Tender Publication Date | 15th November, 2026 |
| 07 | Tender Schedule Selling & Submission Date | 15th November, 2026 to 23rd November, 2026 |
| 08 | Pre Tender Meeting | 19th November, 2026 at 12:00 PM, 6th floor, Head office, NRBC Bank PLC |
| 09 | Tender Dropping last date & time | 24th November, 2026, Time: 03:00 PM |
| 10 | Tender opening date & time (Only Technical) | 24th November, 2026, Time: 03:30 PM |
| 11 | Eligibility of Bidders | The company must have Two (02) years of experience in related field |
| 12 | Tender Submission Place, | NRBC Bank PLC., Facility Management Division, 6th Floor, Head Office, 114 Motijheel C/A Dhaka-1000. |
| 13 | Schedule Price | Tk. 1,000 (Non-refundable) through Pay Order favoring "NRBC Bank PLC" |
| 14 | Bid Security (Earnest Money) | Suppliers shall submit Tk. 50,000.00 (Taka Fifty Thousand) in the form of Payment Order/ Bank Guarantee from any scheduled Bank (Refundable). The Bid security of selected bidder (s) shall be retained for a period of 02 Years as performance guarantee. |
| 15 | Documents to be submitted by the bidders | a) Ownership document<br>b) VAT & TIN Certificate<br>c) Up to date Trade License<br>d) Bank solvency certificate<br>e) BIN<br>f) Valued Client List<br>g) Previous W/O copy of previous works with other company |
| 16 | Special Instruction | ✓ Any other information regarding Tender may be collected from the office of the undersigned.<br>✓ The Procuring Entity reserve the right to accept or reject any or all the tenders without assigning any reason whatsoever<br>✓ All the pages must be signed by the authorized representative of the bidder.<br>✓ Price is not the only criteria to qualify for the tender |

A.I.M Mostafa
SVP & Head of FMD
Head Office, NRBC Bank PLC.