



**FOOD FOR  
THE HUNGRY**

### **INVITATION FOR TENDER**

FH Association (Food for the Hungry) invites open tenders from the eligible and qualified agents'/manufacturer/ authorized dealers/ experienced supplier for supply of **Exercise Book (Khata), Ball Pen, Pencil, Sharpener, Eraser & School Bag**

|    |  |   |                      |
|----|--|---|----------------------|
| 1  | Name of Procuring Entity   | FH Association (Food for the Hungry), Bangladesh  |                      |
| 2  | Invitation for   | <b>Item Name</b>  | <b>Item Quantity</b> |
|    |  | Exercise Book (Khata)   | 93626 pcs            |
|    |  | Ball Pen  | 93626 pcs            |
|    |  | Pencil  | 18852 pcs            |
|    |  | Sharpener   | 3142 pcs             |
|    |  | Eraser  | 3142 pcs.            |
|    |  | School Bag  | 10200 pcs            |
| 3  | Invitation Ref. No   | FH/Prolog/2024/01   |                      |
| 4  | Procurement Method   | Open Tendering Method   |                      |
| 5  | Tender Package Name  | Supply of Exercise Book (Khata), Pencil, Ball Pen, Sharpener, Eraser, School Bag.   |                      |
| 6  | Tender Publication Date  | October 30, 2024  |                      |
| 7  | Start of Tender Submitting Date:   | October 30, 2024  |                      |
| 8  | Pre-Bid Meeting Date and Time  | November 11, 2024; 11:00am  |                      |
| 9  | Tender Closing date and Time   | <b>November 23, 2024; 3:00pm</b>  |                      |
| 10 | Tender Opening Date and Time   | November 24, 2024; 11:00am  |                      |
| 11 | Venue of Dropping & Opening of Tender Documents: (Tender will also be accepted through the mentioned email address)  | FH Association<br>(Pro-Log Department)<br>House # 2/B (7th floor), Road # 04, Block # B, Banani,<br>Dhaka 1213<br>Or Email: <a href="mailto:etender-fhb@fh.org">etender-fhb@fh.org</a>  |                      |
| 12 | Performance Security/ Guarantee:   | As a guarantee/security of mentioned goods or product, the selected vendor should provide a cheque or bank guarantee amount of 10% of the Purchase order/ total contract value in favor of FH Association from any Scheduled Bank of Bangladesh (Refundable). |                      |
| 13 | Contact Details of Official Inviting Tender:   | For more/further information please contact through this number (Mobile:01700-711617)   |                      |
| 14 | The procuring entity reserves the right to accept or reject the tender.  |   |                      |
| 15 | <b>Special Instructions:</b><br><br>1. All activities in connection with the said supply of Exercise Book (Khata), Ball Pen, Pencil, Sharpener, Eraser & School Bag will be guided as per the FHA's Policies.<br>2. If the Tender(s) submit any false/incorrect or fake documents, then the tender will be considered as disqualified. |   |                      |

Interested vendors/ manufacturers/ sole agents/ distributors/contractors are requested to view and download "ITB (Invitation to Bid)" for the details and to submit the tender from below link:

[https://drive.google.com/drive/folders/1PtSlpfvuSJE0f1P027AugbrbdOMG239n?usp=drive\\_link](https://drive.google.com/drive/folders/1PtSlpfvuSJE0f1P027AugbrbdOMG239n?usp=drive_link)

Thanks & Regards  
Senior Manager  
Procurement, Logistics & Administration