



Ref: YPSA/HO/1145/2024

Tender Ref. No-20/2024

Date:

### Tender Schedule

YPSA (Young Power in Social Action) [www.ypsa.org](http://www.ypsa.org) is an organization for sustainable development implementing the project “YPSA-BGD ECW MYRP Grantee Project & Top UP Fund” supported by Save the Children. You are requested to submit a Tender Schedule to supply of Food for camp base training (Morning snacks, Lunch, Evening snacks) for CEC Formation and meeting for CBLF, Parenting session for CBLF, Parenting session for Host Community, monthly study cycle for CBLF teachers and volunteer at Ukhiya, Cox’s Bazar District as per schedule date in accordance with the following descriptions and conditions;

SL No.	Particulars with Specifications	Unit measured	No of Unit	Unit Price (Taka)	Total Price (Taka)	Remarks
1	<b>Morning Snack:</b> 1. Chicken Sandwich/Chicken Burger with Sauce (Standard Size and Best Quality) 1 Pcs 2. Water 250 ML (Fresh or Mum); <b>Approximate quantity: 6039 Pkt</b>	PKT	01			Note: Vendor will provide same price for the different alternative items
2	<b>Lunch:</b> 1. Rice (Boiled rice, 300 GM): Brand (Katari or similar category) 2. Solid Mutton 200 GM-2 PCS/Rup Chanda 200GRM 1pcs with Curry /Kalo Chanda 200 GM 1pcs with curry/ Koral fish 200 GM 1pcs with Curry 3. Mixed vegetables/ Sak (Spinash) 200GM 4. Packet for carrying 5. Loitta /Churi Shutki Vorta 100 GM 6. Water 500 ML (Fresh or Mum) 7. Soft/Cold Drink 1PCS (250ML); brand: Coca-Cola/ 7 up/ RC <b>Approximate quantity: 6039 Pkt</b>	PKT	01			
3	<b>Evening Snacks:</b> 1. Apple /Orange 120 GM- 1PCS (Best Quality) and 2. Biscuit (Minimum 25 GM; Brand:	PKT	01			



SL No.	Particulars with Specifications	Unit measured	No of Unit	Unit Price (Taka)	Total Price (Taka)	Remarks
	Categories) <b>Approximate quantity: 5439 Pkt</b>					
	<b>Total Price (Including VAT, Tax and Transportation)</b>					

**Total In Word:**

Therefore, YPSA is inviting for Tender from reputed, experienced suppliers/vendors to supply the above-mentioned food items. Interested suppliers/vendors who have their agency's/company's updated Trade license, updated return submission certificate/slip, VAT registration certificate, experience certificates/work order, bank solvency and Statement (6months) are sufficient they can submit a Tender with an application in the company/organization letterhead pad with company details as per specific format (**Annexure-1**) to **Procurement Committee, YPSA Head Office, House # F 10 (P), Road # 13, Block # B, Chandgaon R/A, Chattogram.**

**Terms and Conditions:**

1. **Last date for dropping off the Tender on 12/06/2024 by 2:30 p.m., and on the same date 3:00 pm tender box will be opened**
2. Vendor (s) should submit Tender Schedule as per specifications along with attached company details (Annexure-1).
3. The selected vendor will deliver the food items as per Work- order and schedule basis to Camp & Govt, Primary School as per Program Team requirements.
4. **YPSA will do Framework Agreement with the vendor for one year (a possibility with extension) who will win the Tender.**
5. Vendor will be agreed to deliver above mentioned food items at **Camp: 1East, 10, 13, 14, 15, 16, 18, 19, 25 and twenty govt primary school (GPS) under Ukhiya Upazila, Cox's Bazar.**
6. The Supplier should send all legal documents like Trade License, AIT Certificate, TAX return copy of 2023-2024 Assessment Year, BIN Certificate, NID Card copy (Both Side), and Bank Solvency Certificate with Bank details.
7. Vendors' given rate should be considered along with vat, tax and transportation, and other costs.
8. Account payee cheque will be given after deduction of Govt. vat/tax and others after successfully compilation the supply of food items. **YPSA will payee the bill as per monthly basis.**
9. Child labor will not be allowed in carrying, loading, unloading, transportation, etc. and Child labor also abide in your office, and home also. In this regard "YPSA Child Protection Policy" will follow 100% during work with YPSA.
10. There is no negotiation on the quality of food items as per mentioned specifications and instructions.
11. YPSA will not be liable for any damage and accident during the carrying of goods.
12. YPSA deserves the right to correct, modify or reject any clause or all tender documents/work orders without showing any clarification. YPSA also keeps the right to



- increase or decrease the number of goods mentioned in the work order if needed. In this case, the supplier will be notified accordingly.
13. After issuing of work order if the supplier fails to deliver any of the goods/supplies/items following of work order, procuring entity YPSA has all right to impose a penalty, deduction of bill partial or full amount of the final bill.

**YPSA Procurement Committee**



## Profile of Company/Vendor/Supplier

Recent Passport Port  
Size Photograph of  
owner

1. Name of Company:
2. Company address (Registered):
3. Name of owner (s):
4. Other company, please specify (if you have):

- a. Name of company:

Business criteria:

Year of establishment date:

- b. Name of company:

Business criteria:

Year of establishment date:

### 5. Owner's detail address

<u>Permanent address</u>	<u>Present address</u>

A. NID/Smart Card Number of owner:

B. Father's Name & nationality:

C. Mother's Name & nationality:

D. Marital status (Married/Unmarried):

E. Spouse name & nationality (if applicable)

6. Year of establishment date:

7. Company business criteria:

8. Mobile/Telephone number:

9. E-mail address:

**10. Total years of relevant supplying/ working experience:**

NGO:

INGO:

Others:

**11. Supply/ Work experience (last three years), insert row if need**

Name of organization	Work order date	Name of Supply items and quantity	Amount of work order	Remarks

**12. Company legal information:**

Trade License number and issue date	
Name of Trade license issued authority	
Trade license expiry date	
Vat Identification number and date of registration	
Tax Identification Number (TIN)	
Last year income tax submission date	
Last year income tax amount given	
<b>Company Bank Account information details</b>	<div>Name of Account:</div> <div>Account number:</div> <div>Name of Bank:</div> <div>Bank address:</div>

**13. Mention at least 2 (Two) past organizations which you worked with:**

- |    |                    |                       |
|----|--------------------|-----------------------|
| a. | Name of personnel: | Name of organization: |
|    | Designation:       | Mobile number:        |
|    | Email address:     |                       |
| b. | Name of personnel: | Name of organization: |
|    | Designation:       | Mobile number:        |
|    | Email address:     |                       |

**14. Declaration:** I do hereby declare that the above information provided here is true and no misinformation has been given.

Signature:

Date: