



Ref: YPSA/HO/2212/2025

Date: 30-09-2025

Subject: Invitation for Tender

Young Power in Social Action (YPSA) <www.ypsa.org> is an organization for sustainable development implementing the project “SHIKHA” Funded by **European Union (EU)** and supported by **BRAC**. The **SHIKHA** project is working to foster safer environments across workplaces, educational institutions, public spaces, and digital platforms. The initiative will advocate for legislative reforms, enhance enforcement mechanisms, and raise awareness to challenge harmful social norms and gender stereotypes. You are requested to submit Tender proposal to supply IEC Materials for the project under the following descriptions and conditions;

SL No.	Particulars with Specifications	Unit measured	No of Unit required	Unit Price (Taka)	Total Price (Taka)	Remarks
1	Eco Festoon Material Description: A high-quality, heavy-weight recycled paper, proposed for printing, packaging, and community crafting initiatives. Noted for its durability and eco-friendly profile. Key Specifications: <ul style="list-style-type: none">• Application: High-quality printing, packaging, community crafting.• Weight & Thickness: 120 GSM, ~0.65mm caliper for excellent rigidity.• Equivalent Weight: 32/81 lb Text.• Physical Properties: High tensile strength, excellent durability, holds vibrant colors effectively.• Material Composition: A blend of:<ul style="list-style-type: none">○ Post-Consumer/Post-Industrial Recycled Paper○ Organic By-products (agricultural waste)○ Biodegradable Wood Pulp from managed sources.• Fiber Content: High-quality, durable cellulose fibers.• Size & Packaging: 28" x 22". Supplied in sets of 15 sheets.	Pcs	250			
2	Mdf Board, Pen Holder, UV print (as per Attached specification)	Pcs	500			

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	<p>1.0 Product Overview This specification outlines the requirements for manufacturing custom MDF (Medium-Density Fiberboard) products finished with high-resolution UV printing. The products are designed for high-end signage, educational materials, and craft items, combining a durable substrate with a vibrant, long-lasting print finish.</p> <p>2.0 Material Specification: MDF Substrate</p> <ul style="list-style-type: none"> • Material: Medium-Density Fiberboard (MDF) • Standard Size: 8.5" (L) x 3.5" (W) x 4" (H) • Composition: A composite panel made from recycled wood fibers, blended with synthetic resin and wax. • Thickness: 1/4" (6mm) to 3/8" (9mm), ensuring a rigid and sturdy final product. • Manufacturing Process: Wood fibers are pressed under heat and pressure to form a dense, smooth, and uniform panel, ideal for high-quality printing. <p>3.0 Printing Specification: UV Technology</p> <ul style="list-style-type: none"> • Process: UV printing technology is required. Inks are cured instantly upon application using UV light. • Key Advantages: • Durability: Scratch-resistant, fade-resistant, and suitable for long-term use. • Quality: High-resolution and vibrant prints directly onto the MDF surface. • Efficiency: No transfer films required; ink is applied and cured directly. • Eco-Friendly: A green printing option with low VOC emissions. <p>4.0 Environmental & Health Considerations</p> <ul style="list-style-type: none"> • Material Sourcing: The MDF 					



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	<p>must utilize recycled wood waste (chips, sawdust), making efficient use of forestry by-products.</p> <ul style="list-style-type: none"> Low-VOC Requirement: To ensure safety and minimize environmental impact, the MDF board used must be Low-VOC or NAF (No Added Formaldehyde). Panels using urea-formaldehyde resins are not acceptable. <p>5.0 Complementary Product: Custom Printed Pen.</p> <ul style="list-style-type: none"> Product: Off-White Elegant Gel Pen. Tip Size: 0.5mm Customization: Logo to be applied using UV printing technology on both sides of the pen. <p>Submission Requirement: Bidders must provide samples of both the UV-printed MDF and the printed pen for approval against the specified quality standards.</p>					
3	<p><u>China Mdf Board Pen box, UV Print, Pen</u></p> <p>1. Product Overview This specification outlines a custom MDF (Medium-Density Fiberboard) pen box, finished with high-resolution UV printing, accompanied by a matching branded pen. The product set is designed for durability, a premium appearance, and minimal environmental impact.</p> <p>2. MDF Pen Box Specifications</p> <ul style="list-style-type: none"> Material: Medium-Density Fiberboard (MDF). Composition: Recycled wood fibers, wax, and a resin binder. Box Dimensions: 6" (Length) x 1.5" (Width) x 1" (Height). Panel Thickness: 1/4" (6mm) to 3/8" (9mm). Key Property: A perfectly smooth, uniform surface, ideal for high-quality printing. <p>3. Printing Process: UV Technology</p> <ul style="list-style-type: none"> Method: UV printing, where inks are cured instantly directly onto the MDF surface using UV light. Advantages: 	Pcs	1000			



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	<ul style="list-style-type: none"> High-resolution, vibrant, and durable prints. Scratch-resistant and fade-resistant finish. Eco-friendly process with low VOC emissions. No transfer films required; ink is applied directly. <p>4. Environmental & Health Considerations</p> <ul style="list-style-type: none"> Recycled Content: MDF is made primarily from recycled wood waste (chips, sawdust). Health Standard: It is mandatory to use Low-VOC or NAF (No Added Formaldehyde) MDF boards to ensure safer binders and minimize off-gassing. <p>5. Complimentary Product: Branded Pen</p> <ul style="list-style-type: none"> Description: Off-White color, elegant gel pen. Tip Size: 0.5mm. Customization: Logo applied via UV printing on both sides. 					
4	<p>Jute Fabric Bag, Printing</p> <p>1. Material Overview</p> <p>A robust, eco-friendly textile blending the softness of cotton with the superior strength and sustainability of jute. Ideal for durable, functional products with a natural, artisanal aesthetic. The material is fully biodegradable.</p> <p>2. Key Characteristics & Benefits</p> <ul style="list-style-type: none"> Strength & Durability: High tensile strength, resistant to wear and tear. Breathable & Absorbent: Highly permeable and quick-drying. Natural & Biodegradable: Made from plant-based fibers. Rustic Aesthetic: Natural, slightly coarse, and textured appearance. Note on Moisture: Untreated fabric is absorbent. For outdoor/waterproof use, a coated or treated version must be specified. <p>3. Technical Specifications</p>	Pcs	500			



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	<ul style="list-style-type: none"> Fabric Weight: 420 g/sqm (Multipurpose weight for bags, saddlery, durable upholstery). Print Specification: Waterproof 4-color mesh screen print, applied to both sides. Print Area Dimensions: 12" x 10". Final Product Size (Bag): 12" x 18", to be supplied with a belt. 					
5	<p>Brochure Premium 300 GSM Art Card Brochure. A high-quality brochure crafted from 300 GSM premium art card, designed for prestigious marketing materials. It combines luxury finishes with durable protection for a professional and long-lasting product.</p> <p>Key Specifications: Material: 300 GSM Premium Art Card. Printing: 4-Color CMYK Offset Printing on both sides. Ink: Alkali-Resistant Ink for color longevity and fade resistance. Brochure Size: 8" x 5". Lamination: Matt Lamination on both sides (scratch, water-resistant, non-reflective). Special Effect: UV Spot (high-quality film for glossy/raised highlights). Finishing: Automatic Creasing and 3 Folding. Key Benefits: Durable & Premium: High-impact material with a professional feel. Enhanced Visual Appeal: UV spot adds luxury touch to key elements. Long-Lasting: Protected against wear, moisture, and fading. Ready-to-Use: Precision folding ensures consistency and reduces manual effort.</p>	Pcs	2700			
6	<p>Dairy & Print Premium Spiral-Bound Dairy Cover. A high-quality dairy cover made from premium 3mm art card, featuring luxury printing and protective finishes for a professional and durable product.</p> <p>Key Specifications: Material: 3mm Thickness Art Card (Premium Quality) Size: 8.5" x 5.4". Printing: Multicolor CMYK Offset Printing (Full-color on both sides)</p>	Pcs	1000			



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	Ink: Alkali-Resistant Ink (ensures color longevity) Lamination: Both Sides Matt Lamination (scratch/water-resistant, non-reflective) Special Effect: UV Spot Print (glossy/raised highlights for logos/elements) Binding: White Color Spiral Key Benefits: Premium Feel: High-impact material reflecting professionalism Enhanced Visual Appeal: UV spot adds luxury accent to key elements Long-Lasting: Resistant to wear, moisture, and fading Ready-to-Use: Professionally finished and bound for immediate use					
7	SHIKHA- Booklet Premium Multi-Color Booklet. A high-quality booklet featuring a durable, laminated cover and premium inner pages, designed for professional use with superior printing and binding. Cover Specifications: Material: 300 GSM Art Cardboard Printing: 4-Color CMYK (Multi-color) Finish: Matte Lamination + Spot Lamination (for logos/key elements) Size: 7" x 9" Inner Pages: Paper: 120 GSM High-Quality Matte Paper Properties: Aging-resistant, Acid-free, Chlorine-free Printing: Full 4-Color CMYK (Multi-color) throughout Binding Method: Thermal Binding with Side Gluing Quality: Secure, professional lay-flat capability Key Features: <ul style="list-style-type: none"> Premium multi-color printing on cover and inner pages Durable laminated finish with spot UV accents Archival-quality, long-lasting inner paper Professional binding for secure, 	Pcs	500			



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	lay-flat use					
8	Poster 280 Promotional Fabric Posters Production Quantity: 280 total posters (40 copies each of 7 unique designs) Poster Specifications: Dimensions: 4ft (height) × 3ft (width) Material: China textile cloth media (good quality) Printing: One-side four-color digital printing (CMYK) Ink: Dye-sublimated with UV-resistant properties Finishing Details: <ul style="list-style-type: none"> • Upper and lower hems with 3/4" PVC pipes • Secure stitching for hanging durability Special Requirements: <ul style="list-style-type: none"> • Vendor to rearrange illustrations per provided designs • UV-resistant ink for outdoor/long-term use • Consistent reproduction across all copies of each design • Tear-resistant, fade-resistant fabric with color-fastness in various weather conditions Quality Assurance: Pre-production sample approval required before full production begins.	Pcs	810			
9	Flash Cards Specifications Material: Eco-Paper (Recycled/Sustainable Source) Dimensions: 4.5" (Height) × 6.5" (Width) Printing: 4-Color CMYK (Multicolor) Printing Finish: Waterproof lamination type (matte/gloss) (Both Sides) Features Suitable for indoor and outdoor use. Recyclable and biodegradable options.	Pcs	1200			



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10	Student Handbook Cover Specifications Material: 300 GSM Art Cardboard, Size: 8"* 5" Printing: 4-Color CMYK (Full-color printing) Finishing Matte Lamination (full cover for protection and premium feel). Spot Lamination (on logos and key branding elements for contrast and emphasis). Branding: Logo and project name prominently displayed on front/back covers. Inner Pages Paper: 120 GSM High-Quality Matte Paper Properties: Aging-resistant, acid-free, chlorine-free (archival quality). Printing: 4-Color CMYK (Full-color throughout). Page Count: 10-15 pages (including covers). Binding Method: Thermal Binding with Side Gluing Advantages: Secure, professional, lay-flat capability for easy reading. Content & Branding Front Cover: Logo, project title, and compelling visual. Back Cover: Additional project info, contact details, QR codes (if applicable). Inner Content: Project details, impact stories, high-resolution images, and data visualizations.	Pcs	12500			
	Total Price (Including VAT, TAX and Transportation)					

Total In Word:

Therefore, YPSA is inviting for Tender from reputed, experienced suppliers/vendors to supply the above-mentioned printing 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 and Bank Statement (**last 3 months**) with sufficient balance/transactions are available, 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. The last date for dropping the Tender on 15/10/2025 by 3:00 p.m. and on the same date 3:30 pm tender box will be opened.
2. Vendor (s) should submit Quotation as per specifications. The Vendor's given rate should be considered along with VAT, tax transportation and other costs if any.
3. **Pe-bid meeting** will be held on 09th October, 2025, Sunday at **YPSA Head office meeting room** by 3.00 pm.
4. All Item Should be delivered to **different working areas (all district) under 6 districts (Chattogram, Dhaka, Gazipur, Narayanganj, Rajshahi, Barishal, Chandpur.** Supply must be completed as per providing guidance/instructions from YPSA project team.
5. Selected vendor will supply goods/items as per mentioned specifications. There is no negotiation on the quality of product items.
6. Account payee cheque will be given after deduction of Govt. tax and others after successfully compilation the supply of items.
7. YPSA will not be liable for any damage and accident during carrying of goods.
8. Child labor will not be allowed in carrying, loading and unloading and transportation etc. and Child labor also abide in your office, home also. In these regards "YPSA Safeguarding Policy" will follow during work with YPSA.
9. You and your company must abide by YPSA Policy of Prevention from Sexual, Exploitation, Abuse and Harassment of Adult (PSEAH) during the tenure of the agreement. Breaching of the policy will nullify the agreement between YPSA and your company.
10. YPSA deserves the right to correction, modify or reject any clause or all Quotation documents/work order without showing any clarification. YPSA also keep rights to increase or decrease the quantity of all item mentioned at work order if needed. In this case the supplier will be noticed accordingly.
11. After issuing of work order if the supplier fails to deliver any of the items following of work order, procuring entity YPSA has all right to impose penalty, deduction of bill partly or full amount of final bill.
12. The vendors should send all legal documents like Valid Trade License, TIN Certificate, Tax return copy, BIN Certificate, NID/Smart Card copy and updated Bank Solvency Certificate with bank details. Last (3 months) bank account statement is required along with above mentioned documents.
13. YPSA is not bound issue work order to the lowest bidder.
14. **Tender will evaluate through Technical (60 marks) and financial (40 marks) perspective. The supplier/vendor who will obtain highest marks (consolidated marks of Technical and Financial analysis) will be awarded for the tender.**

Annexure -1: Company information profile


Procurement Committee
YPSA