



Ref: YPSA/HO/2284/2025

Date:13/10/2025

Subject: Invitation for Tender

Young Power in Social Action (YPSA) www.ypsa.org is an organization for sustainable development implementing the project titled **BGD NRK Telethon- Protecting Children in War and Conflict (2023-2027) Under the "Education in Emergency (EiE)"** supported by "Save The Children". You are requested to submit a Tender Schedule to supply of Solar Items delivery and Installations at **locations of 10 Learning center Camp- 8W and 10 Learning center Camp- 18, Ukhiya** in Cox's Bazar District as per schedule date in accordance with the following descriptions and conditions;

S/N	Item Name	Description/Specifications	Brand Name	Unit Measurement	No of Unit	Unit Price	Total Amount (Tk.)
1	Solar panel	Monocrystalline Solar Panel, PV- Module- Capacity: 100 Watt, Rahim Afrooz/MONO or equivalent		Pcs	40		
2	Controller	Charge Controller-Capacity: 10Ah to 30Ah Controller, 12 Volt		Pcs	20		
3	Battery	Solar Battery, lithium ion- Capacity: 60 Ah 12Volt Rahim Afrooz/Volvo or equivalent		Nos	20		
4	LED Bulb	LED bulb-LED Light- 5 Watt		Pcs	60		
5	Switch	Switch for LED bulb & Ceiling fan		Pcs	100		
6	Celling Fan	Celling fan Size- 48"		Pcs	40		
7	Accessories	Accessories- All the necessary accessories for the installation of the solar system, Solar Panel fixing frame- 1 set, Solar panel cable 2 core, 70/76- 15-meter, Solar wiring cable 2 core, 23/76- 35-meter, Battery cable- 1 set, Cable clip- 1 Box, Cable tie- 1 packet, Tap- 2 pcs.		Pcs	20		
8	Installation	Installation work- inclusive all the cost for man power, transportation, storing, and fixing to complete the solar system installation at require location.		Unit	20		
Total Price (Including VAT, Tax and Transportation)							
In Words:							

Therefore, YPSA is inviting for Tender bid from reputed, experienced suppliers/vendors to supply the above-mentioned Solar Items delivery and Installations required for Learning Center. Interested suppliers/vendors who have their agency's/company's updated Trade license, updated return submission certificate/slip, VAT registration certificate,

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experience certificates/Relevant work order (**Please attach maximum/up to 10 Workorder/agreement as the proof of similar work experience which will carry marks for supplier in technical evaluation.**), updated bank solvency (**Most recent within last 3 months**) and updated Bank statement (**last 3 months, July '25 to September 25'**) are sufficient they can submit a Tender with an application in the company/organization letterhead pad with company details as per specific format (Annexure-I) 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 **23/10/2025 by 3:00 p.m.** and on the same date **3:30 pm** tender box will be opened.
2. Vendor (s) should submit Tender Schedule as per specifications along with attached company details (**Annexure-1**).
3. Vendor (s) should submit tender as per specifications with **brand name mandatorily**.
4. The vendor should **mention price validity days clearly**.
5. **No Samples are required with the quotation but primarily selected suppliers should agree to supply/show product samples as needed before confirmation of the final work order.**
6. The Selected Vendor will be agreed to installation delivery Location to different **locations of 10 Learning center Camp 8W and 10 Learning center Camp 18, Ukhiya** in Cox's Bazar District.
7. YPSA shall keep right to increased or decreased the quantity of procuring these items.
8. Vendor's given rate should be considered along with VAT & Tax (**As per Update Govt. rules**), transportation and other relevant costs.
9. Account payee cheque will be given after deduction of Govt. VAT/Tax and other relevant costs after successful completion of the supply of goods/items in a month. Notably, the payment will be made against the Work Order and actual and correct bills delivery notes signed duly submitted by the vendor.
10. YPSA will not be liable for any damage and accident during carrying of goods/items to the location of supply mentioned above.
11. The selected vendor will supply goods/items as per mentioned description/specifications provided. There is no compromise on the quality of product items to be supplied.
12. The vendors should send all legal documents like Valid Trade License, TIN Certificate, Tax return submission proof (PSR), BIN Certificate, NID/Smart Card copy and updated Bank Solvency Certificate with bank details/Bank account statement (Last 3 months, June-2025 to August-2025). Relevant Workorder and is required along with above mentioned documents.

Instruction to attached documents sequentially as follows:

1. Forwarding Letter
 2. Price quotation/Bid Proposal
 3. Company Profile (as per attached Annexure-1)
 4. NID card copy
 5. Legal documents (Trade License, Tax papers, VAT, etc.)
 6. Bank statement (Last 3 months, July' 2025 to September' 2025) and solvency (Most recent within last 3 months).
 7. Relevant experience document last 2 years (Please attach maximum/up to 10 Workorder/agreement; due date not more 01/10/2023)
 8. Any others additional documents.
13. Child labor will not be allowed in making, carrying, loading, unloading and transportation, etc. Child labor should also be avoided at your office. In this regard, the **"YPSA Child Safeguarding Policy"** must be followed properly during work with YPSA. In this regard, in the tenure of the agreement, if any complain on child labor/child abuse against you and your company come to YPSA, immediately the management of YPSA will

Signature
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stop the agreement until completion of the investigation as per the YPSA Child Safeguarding Policy guidelines as well as that of the national laws and procedures. No payment will be made before the investigation report comes up and the issue is officially settled.

14. 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.
15. YPSA also keeps rights to increase or decrease the quantity of goods mentioned above, if needed. In this case, the vendor will be noticed accordingly.
16. If the quality of the product supplied by the selected vendor is satisfactory, then with the consent of the vendor, we can purchase the same product from the vendor's company at the same price in the future if necessary.
17. After issuing a Work Order every time, if the vendor fails to deliver any of the items following the Work Order, the procuring entity YPSA has all right to impose a penalty, deduction of bill partly or full amount of the final bill.
18. YPSA is not bound to issue work Order to the lowest bidder.
19. YPSA reserves the right to correct, modify or reject any clause or all Tender documents/Quotation/Work Order without showing any clarification.

Note: Evaluation and Comparison of Bids.

YPSA will evaluate the tender process in two separate ways. One is Technical Evaluation (Eligibility Documents submission as, Previous Experiences, Delivery Capacity and Financial Capacity, sample analysis (if needed), etc., which will carry 60 Marks and another one is Financial Proposal which will carry 40 marks.

Procurement Committee,
YPSA

