



Ref: YPSA/HO/2888/2025

Date:10/12/2025

Subject: Invitation for Tender

Young Power in Social Action (YPSA) <www.ypsa.org> is an organization for sustainable development implementing the project “ **Climate Action at Local Level (CALL)** ” Funded by **Swiss Agency for Development and Cooperation (SDC)** and supported by **Solidar Suisse**. The CALL This project aims to support families adversely affected by climate change through targeted livelihood and vocational training initiatives. Recognizing the compounded vulnerabilities faced by these households, especially those involving child laborers, the program provides skill-based vocational training to children and youth to foster long-term resilience and economic independence.

In addition to training activities, the project organizes advocacy meetings and stakeholder workshops to raise awareness, promote policy dialogue, and strengthen community engagement around climate justice and child protection. To facilitate these activities, logistical support including venue arrangement, food provision, and essential materials is required.

The procurement outlined in this tender will ensure the smooth implementation of training sessions, advocacy events, and workshops under this climate resilience and child-focused development initiative.

The project is implementing different upazila in Chattagram and Cox'sBazar District. Interested vendors are requested to submit their tender proposal to supply the training materials **Electric House wiring Machineries set and Sewing Machine** for the project under the following descriptions and conditions;

S/N	Particular Item with Description/Specifications	Brand Name	Unit Measurement	No of Unit required	Unit Price	Total Amount (Tk.)	Delivery Location
1	Electric House wiring Machineries set (all item is one set/qty): (Electric Drill-1 pcs, Angle Grinder-1 pcs, Toolbox-1 pcs, Combination- 1 pcs Pliers- 1 pcs, Cutting Pliers- 1 pcs, Three-Way Screwdriver-1 pcs, Measuring Tape-1 pcs, Hex Key- 1 pcs, Phillips Screwdriver- 1 pcs, Flathead Screwdriver- 1 pcs, Wire Stripper- 1 pcs) Ball Peen Hammer- 1 pcs, Neon Tester- 1 pcs.)		Total Set	100			@ 50 set will be delivered to Sitakund, @ 25 set will be delivered to Pahartal, Chattagram, @ 25 Set to be delivered to Chowfaldandi, Sadar, Coxbazar
2	Butterfly sewing machine JA2-1. Specification: Features: The Butterfly Sewing Machine comes in blue color and weighs 25 kg, with dimensions of 100 × 200 × 200 inches. It offers a sewing speed of 1000 stitches per		Pcs	100			@ 25 set will be delivered to Fishery Ghat, Firingi Bazar, Chattagram,



minute and supports needle sizes from 11# to 14# with two threads. The machine can sew up to a maximum thickness of 5 mm, with a presser foot height of 6 mm and a stitch length of 4 mm. The sewing head has a gross weight of 12.5 kg and a net weight of 11.5 kg. It is suitable for sewing silk, cotton, wool, and chemical fibers, using a lock stitch formation. The machine can be operated by hand, foot, or electric motor. It includes a 5-year parts warranty and a 10-year service warranty on the head only.							@ 25 'Set will be delivered to Chowfaldandi, Sadar, Coxbazar, @ 50 Set will be delivered to Chowfaldandi, Sadar, Coxbazar,
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 **Electric House wiring Machineries set and sewing machine**. Interested suppliers/vendors who have their agency's/company's updated Trade license, updated return submission certificate/slip, VAT registration certificate, experience certificates/Relevant work order **(Please attach maximum 10 Workorder/agreement as the proof of similar work experience which will carry marks for supplier in technical evaluation)**, Bank statement **(last 3 months, Aug'25 to October 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 **10/12/2025 by 3:00 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. Vendor (s) should submit tender as per specifications with brand name mandatorily.
4. The vendor should be mentioned price validity days.
5. Vendor should be delivery lead time.
6. 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.
7. The vendor shall be ready to deliver the goods within 10 days after receiving the purchase order.
8. The selected vendor(s) shall be responsible for ensuring the timely delivery of goods in specific quantities to all designated areas under the YPSA-CALL Project noticed from YPSA which are located at Chattogram and Cox's Bazar districts mentioned above.
9. Vendor's given rate should be considered along with VAT & Tax **(As per Update Govt. rules)**, transportation and other relevant costs.
10. 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.
11. YPSA will not be liable for any damage and accident during carrying of goods/items to the location of supply mentioned above.
12. 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.



13. 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, Aug-2025 to October 25). 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, August' 2025 to October' 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 01/11/2023)
 8. Any others additional documents.
14. 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 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.
15. You and your company must adhere to 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.
16. **Anti-Terrorism/Anti-Money Laundering/Anti-Fraud and Anti-Bribery:** Supplier shall comply with the Anti-Money Laundering, Anti-Fraud, Anti-Bribery and Corruption (ABC) policy of YPSA and besides same Anti Money laundering policy, anti-terrorism policy of Govt. If found any violation in complying with YPSA's Anti-Fraud, Anti-Bribery, and Corruption policy will result in the termination of the contracts without notice.
17. 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.
18. If the quality of the product supplied by the selected vendor is found to be satisfactory, we need more product, then, with the vendor's prior written consent, the purchaser shall have the option to procure the same product from the vendor's company at the same price for a maximum period of one (1) year from the date of the initial supply. Such procurements shall depend on basis on demand.
19. After issuing a Work Order, 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.
20. YPSA is not bound to issue work Order to the lowest bidder.
21. 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

