



Ref. No.: YPSA/HO/514/2026

Date: 05/03/2026

Subject: Invitation for Tender

Young Power in Social Action (YPSA) invites tender bids from reputed and experienced suppliers/vendors for the supply of Tailoring Packages for beneficiaries under the project titled "Prevention and Response Activities Implementation on Counter Trafficking Issues," supported by the International Organization for Migration (IOM). Interested suppliers/vendors can submit a Tender with an application in the company/organization letterhead pad with company details to ypsaspccxb@gmail.com 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	Jack F5 Single Needle Direct Drive Lockstitch	Max Speed: 5000 SPM Max Stitch Length: 5mm Presser Foot Height: 5mm to 13mm Lubrication: Auto-lubrication Rotary Hook		Pcs	30		
2	Tailoring Scissors R250 - 10 Inch	Product Name: Tailoring Scissors Model: R250, Size / Length: 10 inch (\approx 25.4 cm), Blade Length: Approx. 12-14 cm, Blade Material: Stainless steel / high-carbon steel, Blade Thickness: About 3.0 - 3.5 mm, Blade Hardness: Around 51-55 HRC, Handle Material: Plastic / rubber grip / nylon handle, Weight: Approx. 300 - 450 g, Cutting Capacity: Multiple layers of fabric, Type: Heavy-duty tailor shears, Usage: Cutting cloth, denim, leather,		Pcs	90		
3	Organ Needle DBx1 ++ 1738 (16x231/ 16x257)	Size: 90/14 (B) Packing: 10 pcs per packet, 10 packets per box (100 pcs/box) Use: Industrial lockstitch sewing machine.		Box	150		
4	Wooden Tailoring Scale Set	Set Contains: 4 pcs (L-Shape 24", Hip Curve 24", Pant Scale 24", Straight Scale 24")		Set	30		



		Material: Wooden Use: Tailoring and garment pattern drafting.				
5	Dry Iron Machine	Voltage / Frequency: 220 V, 50 Hz Power: 1000 W Plug: Two-pin, 1.5 m cord, 3×0.75 mm ² copper wire Sole Plate: Ceramic coated Quantity: 1 piece per person Use: Personal ironing and tailoring workshop.		Pcs	30	
6	Tailoring Measurement Tape	Length: 60 inches / 150 cm Material: Fiberglass / PVC-coated soft tape Quantity: 2 pcs per person Use: Tailoring and garment measurement		Pcs	150	
7	Tailor's Chalk (Fine Quality)	Packing: 12 pcs per box Quantity: 2 boxes per person Use: Fabric marking for tailoring and sewing		Box	150	
8	Stainless Steel Bobbin Case	Material: Stainless Steel Quantity: 10 pieces per person Use: Industrial and domestic sewing machines.		Pcs	300	
9	Seam Ripper (Thread Remover)	Material: Plastic + Steel Length: 9 cm Color: Random / assorted Quantity: 10 pcs per person Use: Fabric thread removal and tailoring corrections		Pcs	300	
10	Colour Buttons, 4-Hole, Round, 15 mm	Material: Resin / Plastic Packing: 100 pcs per packet Quantity: 2 packets per person Use: Tailoring and garment finishing		Packet	60	
11	Sewing Thread	Material: 100% Spun Polyester Length: 150 meters per spool		Box	90	



		Packing: 100 spools per box Quantity: 3 boxes per person Use: Tailoring and garment stitching				
12	White Collar Buckram	Width / Height: 36 inches Material: Cotton / cotton blend Quantity: 5 yards per person Use: Tailoring shirt collars and cuffs		Yards	150	
13	Sewing Machine Oil	Packing: 1 litre per bottle Quantity: 5 litres per person Use: Lubrication and maintenance of sewing machines		Litre	150	
14	Plain Cotton Cloth (Robi Poplin)	Color: Red Width: 2 Haat Bohor (Approx. 36-40 inches) Material: 100% Cotton Quantity: 10 yards per person Pattern: Plain.		Yard	300	
15	Plain Cotton Cloth (Robi Poplin)	Color: White Width: 2 Haat Bohor (Approx. 36-40 inches) Material: 100% Cotton Quantity: 10 yards per person Pattern: Plain.		Yard	300	
16	Plain Cotton Cloth (Robi Poplin)	Color: Black Width: 2 Haat Bohor (Approx. 36-40 inches) Material: 100% Cotton Quantity: 10 yards per person Pattern: Plain.		Yard	300	
17	Plain Cotton Cloth (Robi Poplin)	Color: Green Width: 2 Haat Bohor (Approx. 36-40 inches) Material: 100% Cotton Quantity: 10 yards per person Use: Tailoring and garment making		Yard	300	
18	Plain Cotton Cloth (Robi Poplin) General	Color: Orange Width: 2 Haat Bohor (Approx. 36-40 inches) Material: 100% Cotton Quantity: 10 yards per		Yard	300	



		person Pattern: Plain.				
19	Premium Cotton Check Shirt Fabric for Men	Fabric Width: 2.5 Haat Bohor (Approx. 45-50 inches) Length per Piece: 2 yards Material: 100% Cotton Pattern & Color: Assorted check designs and colors Quantity per Person: 25 pieces Use: Shirt making, tailoring, and garment production		Pcs	750	
Total Price (Including VAT, Tax and Transportation)						
In Words:						

Terms and Conditions:

1. The last date for submission of Tender through email (ypsaspccxb@gmail.com) is 11/03/2026 (Wednesday).
2. Vendor (s) should submit Tender Schedule as per specifications along with attached company details
3. Vendor (s) should submit tender as per specifications with **brand name mandatorily**.
4. **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.**
5. The Selected Vendor will be agreed to delivery at **YPSA Regional Office: 325, Old Sayeman Road, Baharchara, Cox's Bazar.**
6. YPSA shall keep right to increase or decrease the quantity of procuring these items.
7. Vendor's given rate should be considered along with VAT & Tax (As per Update Govt. rules), transportation and other relevant costs.
8. 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.
9. YPSA will not be liable for any damage and accident during carrying of goods/items to the location of supply mentioned above.
10. The selected vendor will supply goods/items as per above mentioned description/specifications provided. There is no compromise on the quality of product items to be supplied.
11. The vendors should send all legal documents like Valid Trade License, TIN Certificate, Tax return submission proof (PSR), BIN Certificate with Mushak 6.3, NID/Smart Card copy and updated Bank Solvency Certificate with bank details/Bank account statement (Last 3 months). Relevant Workorder and is required along with the above-mentioned documents.
12. Instructions to attached documents sequentially as follows:
 1. Forwarding Letter
 2. Price quotation/Bid Proposal
 3. Company Profile
 4. NID card copy
 5. TIN, BIN with Mushak 6.3
 6. Sign copy of Conflict of Interest (attached).
 7. Legal documents (Trade License, Tax papers, VAT, etc.)
 8. Bank statement (Last 3 months) and solvency (Most recent within last 3 months).



9. Relevant experience document last 2 years (Please attach maximum/up to 10 Workorder Agreement, due date not more 28/02/2026)
10. 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 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 notified 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 Farmwork Agreement 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