



Shanto Mariam University of Creative Technology

Plot: 06, Road: Avenue -06, Sector: 17/H1, Uttara, Dhaka.
Phone: +88 01923 111 302, E-mail: registrar@smuct.ac.bd

Request for Quotation

01.	Procuring Entity Name	Shanto Mariam University of Creative Technology	
02.	Invitation of Quotation for	Description	Ref. No
		Supply & Setting of Granite	SMUCT/Granite/26/04-001
03.	Budget and Source of Fund	Own Fund	
04.	Project Name	Construction of 13 Storied (With Two Basements) SMUCT Main Campus Building at Plot: 06, Avenue -6, Block -H1, Sector -17, Uttara, Dhaka-1230, Bangladesh.	
05.	Tender Document Selling Date and Time	From April 04, 2026 to April 25, 2026 (during office hours)	
06.	Tender Submission Closing Date and Time	April 25, 2026 at 02:30 PM Tender in a sealed envelope with proper documents as per schedule.	
07.	Tender Proposal Opening Date	April 25, 2026 at 03:00 PM	
08.	Name and Adress of the Office	Office of The Registrar, Shanto Mariam University of Creative Technology Plot: 06, Road: Avenue -06, Sector: 17/H1, Uttara, Dhaka.	
09.	Place / Date / Time of Pre-Tender Meeting	1 st Floor, Conference Room, Shanto Mariam University of Creative Technology Plot: 06, Road: Avenue -06, Sector: 17/H1, Uttara, Dhaka. Date & Time: April 22, 2026 at 11:00 AM.	
10.	Tender Security:	No Tender Security required for submission of the Quotation.	
11.	Qualification of Tenderer or Quotationer:	a) General experience in relative field - minimum 05 (Five) years under public or reputed sector organization. b) Experience in building construction works - minimum 3 years under public and reputed private sector organization. c) Quotationer shall have legal capacity to enter into Contract. Quotationer (If Bangladeshi), in support of its qualification shall be required to submit photocopies of latest documents related to Latest Trade License, income Tax return certificate and 13-digit BIN Certificate	
12.	Completion time	Within 30 (Thirty) days from the date of issuing the Purchase Order or as discuss.	
13.	Name of the official inviting tender	Dr. Par Mosiur Rahman	
14.	Description of official inviting tender	Registrar, Shanto-Mariam University of Creative Technology	
15.	Address & Official Inviting Tender	Plot: 06, Road: Avenue -06, Sector: 17/H1, Uttara, Dhaka.	
16.	The Procuring Entity reserves the right to reject all the Tenders or annul the procurement proceedings.		

Handwritten signatures and initials:
F. Hamed. [Signature] [Signature] [Signature]
[Signature] [Signature]

Quotation Submission Letter
(Use Letter-Head Pad)

Invitation for: SMUCT/Granite/26/04-001

Dated: April __, 2026.

To,
Dr. Far Mosiur Rahman
Registrar,
Shanto-Mariam University of Creative Technology
Plot: 06, Road: Avenue 06, Sector: 17/H1, Uttara, Dhaka.

Subject: Quotation for Supplying & Setting of Granite

I/We, the undersigned, offer to Supplying & Setting of Granite for Construction of 13 Storied (With Two Basements) SMUCT Main Campus Building in accordance with the Tender document.

The Total Price of my/our Quotation is BDT

And In Word: _____

My/Our quotation shall remain valid for the period stated in the tender notice Document and it shall remain binding upon us and, may be accepted at any time prior to the expiration of its validity period.

I/We declare that I/we have the legal capacity to enter into a contract with you, and have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices.

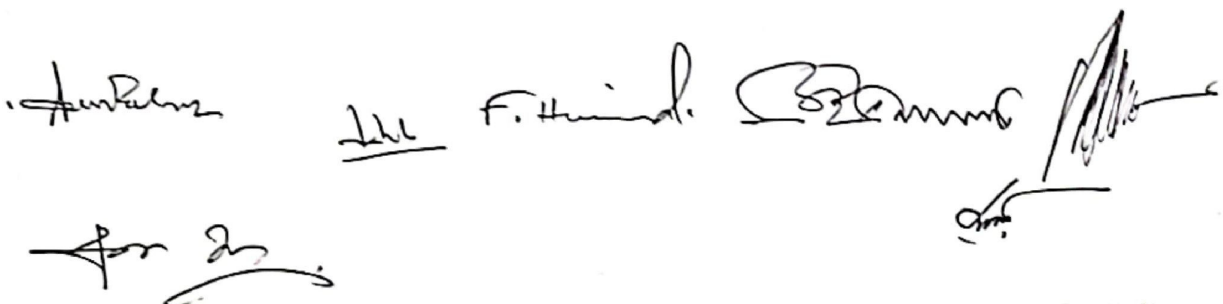
I/We am/are not submitting more than one Quotation in this Tendering process in my/our own name or other name or in different names. I/We understand that the Purchase Order issued by you shall constitute the Contract and will be binding upon me/us.

I/We have examined and have no reservations to the Tender Document issued by you on dated these documents I/We have signed.

I/We understand that you reserve the right to reject all the Quotations or annul the procurement proceedings without incurring any liability to me/us.

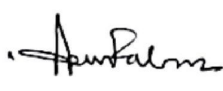
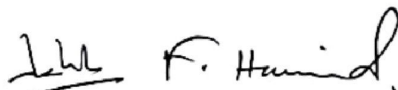
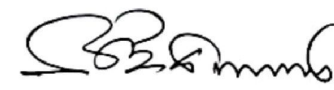

Signature of Quotationer with Seal


Date:

The block contains several handwritten signatures and stamps. On the left, there is a signature that appears to be 'Far Mosiur Rahman'. In the center, there is a signature that looks like 'F. Mosiur Rahman' with a circular stamp over it. To the right, there is a large, stylized signature. Below these, there are more signatures, including one that looks like 'Far Mosiur Rahman' and another that is less legible.

Price Schedule for Supplying & Setting Granite

SI	Description	Quantity	Unit	Unit Price (BDT Per Sft)	Total Price (BDT)
01	Supplying Granite stone (BLACK GALAXY or As per approved sample at site) flooring with 18mm thick & Size: 12"X24" or as required Indian or equivalent origin granite stone of approved quality complying accepted National/ International standards, texture and	2,800.00	Sft		
02	Supplying Granite stone (PEACOCK BLUE or As per approved sample at site) flooring with 18mm thick & Size: 12"X24" or as required Norway or equivalent origin granite stone of approved quality complying accepted National/ International standards, texture and size	1,200.00	Sft		
A. Sub-Total Setting of Granite: (01+02)					
03	Setting Granite stone (BLACK GALAXY, PEACOCK BLUE or As per approved sample at site) flooring over 25 mm thick cement sand (50% F.M. 1.2 and 50% F.M 2.2) mortar (1:2) including. placing cement slurry below the stone, cutting the granite stone to desired size, grinding and finishing the edges, setting in position in proper level, filling the gaps with white cement and colouring pigments including supplying all necessary equipment's/materials and finishing the top by pumice stone and necessary auxiliary materials and water, electricity and other charges complete in all respect and accepted by the Engineer-in-charge. (Cement: CEM-II/B-M) (Cement, Sand, Water & Electric power will be supplied by Client: SMUCT)	4,000.00	Sft		
B. Sub-Total Setting of Granite: (03)					
Total Amount for Supplying & Setting of Goods and related services (Inclusive of VAT and all applicable taxes):					
Total Amount in BDT (In Word):					
Goods to be supplied to: SMUCT Main Campus Building at Plot: 06, Avenue -6, Block -H1, Sector -17, Uttara, Dhaka-1230, Bangladesh.					
Delivery and Work Completion Period: With in 30 Days from date of issuance of Purchase Order.					
My/us Offer is valid until April 30, 2026					
Signature of Quotationer with Seal Date:					



**Terms and Conditions
for
Supplying & Setting of Granite and Payment**

1. Terms and Conditions contained herein shall be binding upon both the SMUCT and the Supplier for the purpose of administration and management of this Contract.
2. The Supplier and setting shall have to complete the delivery of the goods and related service within 30 (Thirty) days from the date of issuance of the Purchase order.
3. The Supplier & setting shall be entitled to an extension of the Delivery Schedule if the SMUCT delays in receiving the Goods and related services or if Force Majeure situation occurs or for any other reasons acceptable to the SMUCT on justifiable grounds duly recorded.
4. All delivery under the Contract shall at all times be open to examination, inspection, measurements, testing, commissioning, and supervision of the SMUCT authorized representative.
5. The SMUCT shall check and verify the delivery made by the Supplier in conformity with the Technical Specifications and notify the Supplier of any Defects found.
6. If the Goods are found to be defective or otherwise not in accordance with the specifications, the SMUCT may reject the supplies by giving due notice to the Supplier, with reasons.
7. The Supplier shall be entirely responsible for payment of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law.
8. Notwithstanding any other practice, the payment shall be based on the actual delivery of goods on the basis of the quantity of each item of Goods in accordance with the priced schedule and specifications.
9. 50% of the Contract Price shall be paid as advance against issuance of the Purchase Order. 25% of the Contract Price shall be paid based on work progress, upon certification by the Engineer-in-Charge. The remaining 25% shall be paid after successful completion of supply and installation, submission of MRR & QC, and final acceptance by the Procuring Entity. A 5% security deposit shall be deducted from each payment, which will be released after successful completion of the 02 (two) years warranty period, subject to satisfactory inspection report.
10. The minimum Warranty Period of the Supplies shall be Twenty-Four months starting from the date of completion of delivery in the form of submission by the Supplier and acceptance by the SMUCT, of the Delivery Challan.
11. The Supplier shall keep the Procurement Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while delivering the Goods and related services.
12. Any claim arising out of delivery of Goods and related services shall be settled by the Supplier at his/her own cost and responsibility.
13. Damage to the Goods during the Warranty Period of 02 (two) years shall be remedied or replaced by the Supplier at the Supplier's own cost, if the damage arises from the supply and installation by the Supplier.
14. If the supplier fails to supply the materials within delivery period as mentioned in the purchase order from the date of issuance of the purchase order, then liquidated damage will be imposed 0.1% per day but not more than 10% of the Purchase order value No modification to Scope of Supply and no Variations to the quantities ordered shall be permissible under any circumstances.
15. The SMUCT authority shall amend the purchase order incorporating required approved changes subsequently introduced to the original Terms and Conditions in line with Rules, where necessary.
16. The SMUCT and the Supplier shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.

<p>For The Purchaser:</p> <p>Dr. Par Mosiur Rahman Registrar, Shanto-Mariam University of Creative Technology Date:</p>	<p>For The Supplier:</p> <p>Name: Designation: Signature of Quotationer with Seal Date:</p>
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