

# NOTICE OF INVITING QUOTATION FOR THE FOLLOWING REQUIREMENT

Sealed quotations in separate envelopes (Technical & Financial) are hereby invited by Al-Arafah Islami Bank PLC. from reputed suppliers and service providers for the following requirement.

**Item Description:** Request for Quotation (RFQ)/Schedule for Access Control System for employee attendance.

**Specification & Other information:** Detail mentioned in RFQ document/Schedule

## Terms and Conditions:

- 1) The RFQ/Schedule will be available from GSD of the Bank, Head Office, 63 Purana Paltan (Level-7), Dhaka-1000, Bangladesh, from 10:30 A.M. to 4:00 P.M. on all working days between 29/10/2025 to 17/11/2025.
- 2) The quotations will be received up to 3:00 P.M. on 18/11/2025 and the tender box will be opened at 3:15 P.M on the same day.
- 3) Sealed quotation must be submitted on or before the deadline mentioned in the RFQ document/Schedule.
- 4) Any manipulation, unusual approaches or failure to submit offer within the stipulated time frame will result in disqualification from the bidding process.
- 5) Al-Arafah Islami Bank PLC. reserves the right to accept, cancel or reject any or all offer without providing any reason.
- 6) The cost of RFQ/Schedule is Tk. 3,000/- (three thousand) in cash which will be non-refundable.
- 7) All other terms and conditions will be in accordance with the Bank's procurement policy.



**SEVP & Head of GSD**

General Services Division, Head Office  
Al-Arafah Tower (Level-07)  
63 Purana Paltan, Dhaka-1000.