

**The Security Printing Corporation (Bangladesh) Ltd (SPCBL),
Gazipur.**

Minutes of pre-bid meeting regarding Local & International e-tender nos. 04 & 05/2018-2019 for supply, installation, testing & commissioning of 02 (two) Nos. MICR encoding and personalized cheque printing machines alongwith all related consumables for producing 30 (thirty) million pcs. MICR Cheque Leaves.

A pre-bid meeting on the captioned e-tenders was held on the 26th August, 2018 at the Board Room of the SPCBL. Mr. Md. Kalimulla, General Manager (Foreign Purchase), SPCBL presided over the meeting. The other representatives of the SPCBL who attended the meeting were as follows :

1. Mr. Md. Anwar Hossain Chowdhury, General Manager (OSP), SPCBL, Gazipur.
2. Mr. Mohammad Mominul Haque, General Manager (Bank note), SPCBL, Gazipur.
3. Mr. Md. Jamil Akhtar Shahjada, Additional Chief Engineer & in-charge, Chief Engineer, SPCBL, Gazipur.
4. Mr. Md. Mojibur Rahman Akand, Deputy General Manager (Foreign Purchase), SPCBL, Gazipur.
5. Mr. Kamal Ahmed, Manager (IT), SPCBL, Gazipur.
6. Mr. A. K. M. Iqbal Hossain, Deputy Manager (Foreign Purchase), SPCBL, Gazipur.

On the other hand the following representatives of the intending tenderers were present at the meeting :

1. Mr. Bishwojit Saha, Marketing Manager, M/s. International Office Equipment, Dhaka.
2. Mr. Md. Shahidul Hasan, Asst. Manager (Commercial), M/s. International Office Equipment, Dhaka.
3. Mr. Zakir Hossain, Regional pre-sales consultant, M/s. Martico Global Sdn. Bhd., Malaysia.
4. Mr. Nafis Ehtisham, Regional Manager, M/s. Martico Global Sdn. Bhd., Malaysia.

The President welcomed the representatives of the intending tenderers and invited them to raise any issue they feel to be explicated on the technical specifications and the terms and conditions set forth in the concerned e-tender schedule. The representatives of M/s. Martico Global Sdn. Bhd., Malaysia drew attention of the president of the meeting to the clauses nos. D. 18, D. 22 and D. 28. c of international e-tender schedule. The clauses were explained elaborately by the SPCBL side and settled. The representatives of M/s. International Office Equipment, Dhaka pointed out that the last date of submission of offer has been fixed on 10.09.2018 (Monday) in the e-tender schedule. Consequently the day before 10.09.2018 i.e. 09.09.2018 will be Sunday which will be weekly holiday in their principal's country. This is why they proposed to extend the last date of submission of offer for a few days to enable them to collect offer from their overseas principal and submit the same within the extended deadline. Despite the machines in question are urgently required, the president alongwith the representatives of the SPCBL agreed to extend the last date of submission and opening of offer upto 13.09.2018 keeping in mind wider participation of tenderers and to procure the machines at a competitive price. However, after a long and cordial discussion, the following amendments of the e-tender schedules have been adopted :

Tender Clauses	Amendments of e-Tender Schedule adopted in the pre-bid meeting.
A-4, B-5 & C-18	Last date and time for submission of e-tender : 13.09.2018 up to 11.00 A.M. instead of existing.
A-5, B-6 & C-18	Date and time for opening of e-tender : 13.09.2018 at 11.15 A.M. instead of existing.

Having no other issues for discussion, the chair concluded the meeting with thanks to all. This minutes will be treated as an integral part of the e-tender schedule.

(Md. Kalimulla),
General Manager (Foreign Purchase).