

**DRAFT**

19/08/2015

To
Color Solution
710,Boro Maoghbar, Dhaka

Purchase Order No: PO/SCI/BDCO/FY-15/00835
Attn: Ms. Rubaya Ferdous Champa
Supplier ID 05010605
PR No # PR/SCI/BDCO/FY-15/00869

Subject: Purchase Order

With reference to your quotation dated 13/08/2015. Save the Children, Bangladesh country office is pleased to award the Work Order to supply the following items. The Work Order is subject to acceptance of SC's Child Safeguarding policy. Please see below the requirements and conditions:

SL No	Description	Specification	Unit	Req. Quantity	Unit Price	Amount
1	Book	Amtalisal Upazila- As per attachmemt	Nos.	150.00	142.00	21,300.00
2	Book	Barguna Sadar Upazila-As per attachmemt	Nos.	150.00	142.00	21,300.00
3	Book	Dashmina Upazila-As per attachmemt	Nos.	150.00	142.00	21,300.00
4	Book	Galachipa Upazila-As per attachmemt	Nos.	150.00	142.00	21,300.00
5	Book	Hizla Upazila- As per attachment	Nos.	150.00	142.00	21,300.00
6	Book	Kalapara Upazila- as per attachment	Nos.	150.00	142.00	21,300.00
7	Book	Mehendigonj Upazila-As per attachmemt	Nos.	150.00	142.00	21,300.00
8	Book	Pathargatha Upazila-As per attachmemt	Nos.	150.00	142.00	21,300.00
9	Book	Rangabali Upazila- As per attachmemt	Nos.	150.00	142.00	21,300.00
10	Book	Taltoli Upazila-As per attachmemt	Nos.	150.00	142.00	21,300.00
Total Amount						213,000.00

In word: BDT Two Hundred Thirteen Thousand Only

Terms & Condition

- 1 Anti-Bribery & Corruption: Save the Children suppliers/consultants must immediately report any suspicions of fraud or dishonesty in confidence to Head of Risk & Compliance, SCI Bangladesh at Country Office.
- 10 Save the Children may terminate this Purchase Order without assigning any reason what so ever.
- 2 Contact Person: All communication concerning this PO/ job shall be directed to: Ms. Mo Mo She Cell No.01715665359
- 3 Delivery Period: Within 7 working days after getting the machine proof approval for printing.
- 4 Delivery Schedule: Vendor will ensure the delivery of goods as per attached delivery schedule & all the goods have to be delivered through standard packing (if required).
- 5 Design & illustration: Design & illustration will be done by the vendor consulting with the communications team and concerned program representative.
- 6 Payment will be made through A/C Payee cheque/EFT within 15 working days upon satisfactorily goods received/completion of work and submission of invoice with necessary documents. Original duplicate Delivery challan received by Save the Children representative with name & sign is mandatory document for payment.
- 7 All suppliers/vendors must accept the child safeguarding policy of Save the Children.
- 8 Quality and Inspection: a) The supplier must maintain the quality of goods as per our required specifications. If any contrary found the goods shall be replaced. b) The goods shall be received at site upon inspection by the representative of SCI as per specifications and terms and conditions and shall certify in the GRN stating as "Received goods on good condition as per specifications".
- 9 This procurement will be conducted under USAID, So VAT Coupon will be provided. VAT & TAX shall be applicable as per GoB rules.

Prepared By:

Name	Shamima Akhter
Title	Officer - Procurement-Finance and Support Services
Date	19/08/2015

Checked By:

Name	Mohammed Rakib Uddin Ahmed
Title	Manager - Procurement & Supply Chain-Finance and Support Services
Date	19/08/2015

Approved By:

Name	Ange Tingbo
Title	Chief of Party - Nobo Jibon
Dept/Sector	PO - FS&L
Date	

Supplier acceptance:

We are agreed with the above terms & conditions