



Bangladesh University of Business and Technology (BUBT)

Committed to Academic Excellence

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Invitation for Tender/Quotation for Handbook

Sealed Quotations are hereby invited from the bonafied Importers/Suppliers/Distributors for supply of Handbook of the Bangladesh University of Business and Technology (BUBT) as per specifications mentioned below:

SL. No.	Name of Item	Quantity	Unit price	Total price in BDT.
01.	Handbook Size: 11.69" x 8.3" Page: 46 pages back to back 92 pages per book Cover page: 300gsm art card Color: 4 color print both side Inner: 80 gsm offset paper Color: 1 color print both side Binding: glue binding (As per sample)	3,000 pieces		
	VAT & Tax			
	Total Price in BDT.			

Terms & Conditions:

1. The price Quotation must be submitted at the BUBT Tender Box or emailed to **procurement@bubt.edu.bd** on or before **23 December, 2025**.
2. After sales service period and other facilities must be mentioned in the tender/quotation.
3. The University reserves the right to accept or reject any quotation as it may deem fit.
4. The handbook must be supplied within 10 (ten) days from the date of issuance of work order.
5. Delivery must be made at the BUBT campus by the supplier at his own cost.
6. The quoted price must be inclusive of **VAT and Tax** as per Bangladesh Govt. rules; otherwise, the Quotation shall not be accepted.
7. Payment will be made by A/C payed cheque after successful delivery and obtaining quality report from the concern department.

(Md. Zahidul Islam)

Head of Procurement, BUBT

Distribution:

1. Importer/ Supplier
2. BUBT Notice Board
3. BUBT Web site

Copy for information is to:

1. PS to the Vice Chancellor
2. Treasurer, BUBT
3. P.O. to Registrar
4. Joint Director of Accounts
5. Office Copy

14-12-2025