




EAST WEST UNIVERSITY
Plot No-A/2, Main Road,
Jahurul Islam City, Aftabnagar, Dhaka-1212
Telephone: 09666775577 E-mail: admissions@ewubd.edu
URL: <http://www.ewubd.edu>

Quotation No. EWU (Admin)76/2016/534

Date : 07/11/2016

“Request For Quotation”

01.	Agency	:	East West University
02.	Procuring Entity Name	:	East West University
03.	Invitation for	:	Quotation for repair of Convocation Gowns & Caps for the 16 th Convocation-2017
04.	Invitation Ref No.	:	Quotation No. EWU(Admin)76/2016/534
05.	Date	:	07/11/2016
06.	Procurement Method	:	By Quotation.
07.	Source of Funds	:	East West University's Own Fund.
08.	RFQ Publication Date	:	07/11/2016
09.	RFQ Last Collection Date & Time	:	16/11/2016 during office hours (with in 3:00 p.m)
10.	RFQ Closing Date and Time	:	17/11/2016 at 2:00 p.m
11.	Collection of RFQ Documents	:	The schedule for the item with terms and conditions can be obtained from the HR & Logistics Department Office of the University up to 16/11/2016 with in 3:00 p.m
12.	Dropping of RFQ Documents	:	In the Quotation box kept in the Office of the Treasurer, (2 nd floor) of East West University.
13.	Eligibility of bidder	:	Renowned Supplier/vendor having experience of repair of Convocation gowns & related items with appropriate Trade License, VAT and Tax certificates.
14.	Address of official Inviting Quotation	:	East West University, Plot No. A/2, Main Road, Jahurul Islam City, Aftabnagar, Dhaka-1212.
15.	The procuring entity reserves the right to reject any one or all Quotation.		


Chief, HR & Logistics (In-Charge)

You are requested to collect the quotation from HR & Logistics Department as per above RFQ.

For Kind information

1. Treasurer
2. DOF
3. CIAU
4. Registrar (Acting)
5. Systems Manager: for publishing in the EWU website
6. File/Office Copy
7. Notice Board