

Expression of Interest (Eoi) For Vendor Enlistment

(Period – January 2020 – December 2021)

with

Research, Training and Management (RTM) International

Invited by: Research, Training and Management International
581, Shewrapara, Mirpur, Dhaka

Contact Person: Director (Administration and Finance)

Telephone: 880-2- 8034814, 9015726

Note: Short listed Vendors will be provided with detailed specification of Work / Supplies / Contract during the period 01 January, 2020 to 31 December, 2021

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Vendor Information Form

1. Name of Organization: _____
2. Nature of Business: _____
3. Owner's Name: _____
4. Present Address: _____

5. Number of years/months
in current address: _____
6. Key contact person: _____
 - a. Full Name: _____
 - b. Designation: _____
 - c. Contact No: _____
7. Years of experience
in the business: _____
8. Official telephone no: _____
9. Official Fax No: _____
10. Official E-mail address: _____
11. Trade License No.: _____
12. TIN No.: _____
13. VAT Registration No.: _____
14. Bank Reference:
 - a. Name of Bank: _____
 - b. Branch Name: _____
 - c. Account Name: _____

15. References of other organizations worked with:

Sl. No.	Name of the Focal Person & Contact Number	Designation	Company Name	Address
01.				
02.				
03.				

16. Attachment:

- a. Trade License copy: Attached.
- b. TIN certificate Copy: Attached.
- c. VAT registration certificate Copy: Attached.

17. Please (✓) in the following Table based on your interest to bid:

- a. General Supplies (Stationeries, Office Supplies & Training Materials).
- b. Printing, Publications and Books.
- c. Travel agencies.
- d. Transport service, carrying service, vehicle rental service.
- e. Catering/ Food Supplies.
- f. Readymade Garments.
- g. Emergency Supplies.
- h. Medical Equipment.
- i. Medical Supplies.
- j. Medicine/Drugs.
- k. Electronic / Electric Goods (Computer/Laptop, TAB, Printer, UPS, Generator, etc.).
- l. Furniture / Wood & Others.
- m. Motor Garage or Workshop
- n. Advertisement of Newspaper or Magazine or Private Television Channel or Private Radio Station or any Web Site
- o. Others (please specify) : _____

I do hereby declare that the above information and data are true. I also declare that I will abide by all the guidelines relating to enlistment of Research, Training and Management International.

Full Name:

Signature with seal and Date