



NORTH SOUTH UNIVERSITY

The First Private University in Bangladesh

ENLISTMENT NOTICE

Applications are hereby invited from the bona fide firms for Enlistment as qualified vendors of the North South University for the year 2017-2019. The firms who are engaged in business of the following items may apply:

Category No.	Items
01	Brand/Clone Computer, Printer, Scanner, Computer Accessories & Printer Toner/Cartridge.
02	Photocopier Machine, Toner of Photocopier and Repairing.
03	Air-Conditioner, Parts and Repairing.
04	Office Stationery & Cleaning items
05	Furniture (Wooden & Steel).
06	Networking Equipment & Accessories.
07	Chemicals, Accessories, Reagents, Glassware's & Lab Equipment (For Lab).
08	Printing Materials (Printing Press).
09	Audio Visual products (MVP, Sound systems).

Vendors are requested to submit their applications with the following documents:

a) Valid Trade License, b) Certificate of Incorporation (if any), c) Income Tax Certificate, d) VAT Registration Certificate, e) Bank Solvency Certificate, f) List of Clients, g) Brief profile of the firm, h) Distributorship/Agency/Dealership Certificate and any other relevant papers. The vendors must have minimum 3 years supply record. One vendor may submit application for more than one Category but have to be submitted separately. Applications are to be submitted to the undersigned on or before **June 20, 2017 within 3.00 p.m.** clearly mentioning the Category name and number on the top of the envelop.

Director, Administration

North South University

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