

| <b>QUOTATION NOTICE</b>  |  |  |
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| 01   | Ministry                                 | Ministry of Posts, Telecommunications & Information Technology   |
| 02   | Division                                 | Information and Communication Technology Division  |
| 03   | Procuring Entity Name                    | Startup Bangladesh Limited   |
| 04   | Procuring Entity District                | Dhaka  |
| 05   | Notice for                               | RFQ (Procurement of Services)  |
| 06   | Notice Ref No                            | 56.07.0000.004.33.013.24-215   |
| 07   | Date                                     | 09-January-2025  |
| <b>KEY INFORMATION</b>   |  |  |
| 08   | Procurement Method                       | Request for Quotation (RFQ)  |
| <b>FUNDING INFORMATION</b>   |  |  |
| 09   | Budget and Source of Funds               | Government of Bangladesh   |
| <b>PARTICULAR INFORMATION</b>  |  |  |
| 10   | RFQ Package Name                         | Annual Tax return service for Startup Bangladesh Limited   |
| 11   | RFQ document collection date             | 16 January 2025 up to 5:00 PM  |
| 12   | Quotation submission date and time       | 19 January 2025 up to 02:00 PM   |
| 13   | Place of Receiving RFQ documents         | Startup Bangladesh Limited<br>ICT Tower (level-14), Agargaon, Dhaka 1207.  |
| <b>INFORMATION FOR SUPPLIER</b>  |  |  |
| 14   | Required documents of service provider   | <ul style="list-style-type: none"> <li>• Updated Trade License</li> <li>• TIN certificate</li> <li>• VAT registration certificate</li> <li>• Bank solvency certificate</li> <li>• Experience Certificate</li> </ul>  |
| 15   | Brief Description of Deliverables        | Annual Tax Return filing for the Company   |
| 16   | Other notes                              | <ul style="list-style-type: none"> <li>• Suppliers shall have to submit quotation in their official pad</li> <li>• Please mention "QUOTATION" clearly above the envelope</li> <li>• Please mention quotation value in numeric and in words</li> <li>• RFQ documents shall be available free of cost on the Company website</li> <li>• No security money is required for QUOTATION submission</li> <li>• The membership of Dhaka Tax Bar Association is preferable</li> <li>• A chartered professional is preferable</li> <li>• Required company tax filing experience</li> <li>• Venture Capital firm tax management experience is preferable</li> </ul> |
| <b>PROCURING ENTITY DETAILS</b>  |  |  |
| 17   | Name of Official Inviting Tender         | Sami Ahmed   |
| 18   | Designation of Official Inviting Tender  | Managing Director  |
| 19   | Address of Official Inviting Tender      | Startup Bangladesh Limited<br>ICT Tower (level-14), Agargaon, Dhaka 1207.  |
| 20   | Contact details of Official Inviting RFQ | Tel: +8802-55006433, Email: info@startupbangladeshvc.gov.bd  |
| The Procuring Entity reserves the right to accept or reject all or any of the RFQs or cancel the procurement process |  |  |



Sami Ahmed  
Managing Director

**Distribution:**

1. Startup Bangladesh Limited Company Website Notice Board ([www.startupbangladesh.vc](http://www.startupbangladesh.vc))
2. ICT Division Website Notice Board ([www.ictd.gov.bd](http://www.ictd.gov.bd))
3. BCC Website Notice Board ([www.bcc.gov.bd](http://www.bcc.gov.bd))