Expression of Interest (EoI)
For Vendor Enlistment
(Period-January 2022-December 2024)
With
Research, Training and Management (RTM) International

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

Contact Person: Director (Administration and Finance)

Telephone: 880-2- 48035921, 9015726

E-mail: rtm@rtm-international.org

Note: Short listed Vendors will be provided with detailed specification of Work/Supplies/Contract during the period 01 January 2022 to 31 December 2024
Expression of Interest (EoI) for Vendor Enlistment

For Vendor Enlistment
(Period - January 2022-December 2024)

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: (if any) ____________________________________________________
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:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Focal Person &amp; Contact Number</th>
<th>Designation</th>
<th>Company Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>01.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>02.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>03.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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).
   ☐ 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. Communication related works (Text, Voice and IVR messages and related works)
   ☐ o. Advertisement of Newspaper or Magazine or Private Television Channel or Private Radio Station or any Web Site

   ☐ p. 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 (RTM) International.