



የኢትዮጵያ ንግድ ባንክ

COMMERCIAL BANK OF ETHIOPIA
INVITATION to National Open Tender (Bid)

1. **Commercial Bank of Ethiopia (LCB) invites potential and interested bidders to participate in the under listed item.**

S. N	Item	Quantity	EMD/Bid Bond Amount in Birr	Bid No.	Bid Opening date	Type of contract
1.	Greeting card for Christmas with envelop	25,000	12,000.00	77/2022/23	November 16, 2022	Long term

- The Bid document shall be obtained commencing from November **02, 2022** from Commercial Bank of Ethiopia, Procurement Sub-Process, opposite to Vatican Embassy, next to Gibson Youth Academy, Facilities Management Building, 2nd Floor, Room No. 105 against payment of a non-refundable fee of **Birr 200.00 (Two Hundred birr only) for each bid document through Acct. No. 1000134998028**, to the account of **CBE Finance Process**. The bid document shall be collected during office hours (Monday to Friday 8:00-12:00 A.M. 1:00–4:15 P.M.; and Saturday 8:00-11:45A.M.) by presenting the payment advice. Presenting copy of renewed Trade License, Tax Clearance Certificate and VAT Registration Certificate is a must. And you can also access the Bid document online from <https://bids.extratenders.com/>.
- Bidders shall be quite sure to state direct line phone number, cell phone number, fax number and e-mail address of their organization correctly while collecting bid documents. Failure in receipt of bid communication due to incorrectness of the above will not be the responsibility of the bank.
- Bid proposal shall be accompanied by the bid bond/Earnest Money Deposit in the amount as stated above in the table in the form of Unconditional Bank Guarantee or Cash Payment Order (C.P.O.). **Bid bond/EMD in any other form is not acceptable.**
- Earnest Money Deposit (EMD)/Bid Bond shall be submitted in separate envelope on or until** November 16, 2022 at 12:00 A.M. in the above mentioned address 3rd floor room No. 305. Bidders who submit the EMD/Bid Bond together with the Bid documents shall be automatically rejected.
- All bids must be deposited in the tender box prepared for this purpose at Commercial Bank of Ethiopia, Procurement Sub-Process, during office hours before November 16, 2022 at 02:00 P.M for Bid NO. 77/2022/23 at the place mentioned under no. 2 above.
- Bid opening shall be held in the presence of bidders and/or their legal agents who wish to attend, on November 16, 2022 @ 02:30 P.M at the place mentioned under no. 2 above.
- Failure to comply any of the conditions from 2 - 6 above shall result in automatic rejection.
- Interested eligible bidders may obtain further information from Procurement Sub-Process, P. O. Box 255, Addis Ababa, Ethiopia, Tel. 251-11-369-26-56/0113-69-21-68 or 0113722858/72/26 58/47/26/78,Fax251-11-372-28-89,or visit: CBE website
- The CBE reserves the right to accept or reject any or all bids.