



05th April 2026

To,
Respective Vendor/Supplier
Dear Sir/Madam,

Re.: Expressions of Interest (EOI) for Vendor/Supplier Enlistment.

Anando/WHH is seeking Expressions of Interest (EOI) on Supplier Enlistment from *Bonafide* vendors as per annexure-1 attached.

The Profile should include:

1. Company Profile
2. Copy of updated Trade License
3. Copy of TIN Certificate
4. Copy of VAT Registration Certificate
5. Work Experience Documents

Manner of Submission:

EOI to be submitted IN A SEALED ENVELOPE MARKED "BGD-1057-PRO-EOI-2026-020" or email to the address: procurement@anando-bd.org

Closing deadline: April 25, 2026, Time: 16:00 HRS BST

Work-related information:

1.	Name of Office where EOI is available & EOI will be received/dropped:	Logistics Department, Anando/WHH, Anando Project Office, Rom Tailors More, Sultanpur, Satkhira. During Office Working days (Sunday – Thursday) (9:00a.m. to 04:00p.m.) except Govt. Holidays.
2.	Last date & time of collecting the EOI Documents by the Vendors:	April 24, 2026, up to 16:00hrs. BST
3.	Anando/WHH Contact regarding EOI:	Anupom Chakraborty, Logistics Officer Mobile: +88 01711-354855; E-mail: anupom.chakraborty@anando-bd.org

Thank you for your cooperation.

Regards,

Anupom Chakraborty
Logistics Officer
Anando/WHH; BGD1057
E-mail: anupom.chakraborty@anando-bd.org

Encl.: Annexure – 1: Category List

Annexure – 2: Vendor’s Primary Information Collection Sheet.

Annexure – 1: Category List (Please Use Tick Mark for your Expected Category Enlistment as per the Business type of your Trade License)

Category	
<ul style="list-style-type: none"><input type="checkbox"/> Accommodation/Training/Conference Venue<input type="checkbox"/> Water & Sanitation-WASH Equipment/Materials<input type="checkbox"/> Construction Service<input type="checkbox"/> Construction Items<input type="checkbox"/> Printing & Designing<input type="checkbox"/> Water Treatment Materials<input type="checkbox"/> ICT Hardware & Equipment Supplies<input type="checkbox"/> Plastic Consumable Supplies<input type="checkbox"/> Power Equipment Supplies<input type="checkbox"/> Electronic Device<input type="checkbox"/> Electric Items<input type="checkbox"/> Agriculture materials/equipment<input type="checkbox"/> Agricultural/IPM products (e.g., seed/vermicompost/organic manure/pheromone lure/trap, etc)	<ul style="list-style-type: none"><input type="checkbox"/> Mass awareness, Community Engagement & Hygiene Promotion Services (eg; Theatre/Drama Teams)<input type="checkbox"/> Hygiene materials supply<input type="checkbox"/> Transport Service provider (Rent A Car / Truck)<input type="checkbox"/> Repair & Maintenance (eg; Pump machine/Engine/RO & Solar plant)<input type="checkbox"/> Safety & Security Items & Service<input type="checkbox"/> Catering Service/Restaurant<input type="checkbox"/> Courier Service<input type="checkbox"/> Travel Agencies<input type="checkbox"/> Furniture & Fixture<input type="checkbox"/> General Supplies & Stationary Items<input type="checkbox"/> Motorized & Non-Motorized Vehicle<input type="checkbox"/> Tailoring and dress making<input type="checkbox"/> Sapling/Seedling<input type="checkbox"/> Duck/Poultry/Goat/Swan (Livestock)<input type="checkbox"/> Duck/Poultry/Swan Shed (Livestock Shed)

Annexure-2: Vendor's Primary Information Collection Sheet

Vendor's Name:

SL#	Description of Requirements	Information to be Provided here
1	Category of Vendor (As per Trade License)	
2	Enlistment Date (Submission Date)	
3	Trade License Number	
4	Tax Identification Number (TIN)	
5	VAT Registration Number	
6	Address of Business Center	
7	Contact Telephone Number	
8	Contact Mobile Number	
9	FAX Number (Optional)	
10	Email Address:	
11	Webpage Address (Optional)	
12	Contact Person's Name	
13	Vendor's Bank Name	
14	Name of Bank Branch	
15	Bank Sorting/Routing Code	
16	Bank Account Name	
17	Bank Account Number	

Information Submitted by

Date: