

## Islami Bank Bangladesh Limited

### Notice for Enlistment

Sealed applications are invited from bona-fide licensed, efficient Travel agents recognized by IATA for providing services related to overseas journeys during the year 2015 & 2016 such as ticketing, processing & collecting Visa, Hotel Booking etc. for the Officials of different levels of Islami Bank Bangladesh Limited. Application should contain the following information/documents along with a Payment Order of Tk.25,000.00 (Tk. Twenty five thousand) only from any scheduled Bank favoring “Islami Bank Bangladesh Limited”(refundable if not enlisted/delisted).

SL. No	Information to be provided
1	Name of the Firm with detailed address
2	IATA status
3	Name(s) of the owner(s)
4	Nature of the Business
5	How long in the business
6	Number of the Offices: Home & abroad, if any
7	Yearly Turn over
8	Tax Identification Number(TIN)
9	Number of Employees
10	General reputation in the Market
11	Major Airlines' stock holding
12	Period of services rendered to IBBL
13	Standard of services
14	Rate of commission generally offered
15	Availability of credit facilities
16	Distance of travel agent's Office from the Head office of IBBL
17	Hotel Booking facility, if needed

Interested travel agents are requested to submit their application within May 5, 2015 to the following address. The Bank reserves the right to accept or reject any or all applications without assigning any reason whatsoever.

**Executive Vice President  
Islami Bank Bangladesh Limited  
Board Secretariat Division  
40 Dilkusha C/A, 6<sup>th</sup> Floor, Head Office,  
Dhaka-1000**