

Ref: 30.34.0000.000.063.55.0010.26

Date: 07-09-2026

M/S. _____

Sub: Tender Schedule and Other Terms & Conditions for Supply of Desktop Computer, Printer & UPS

Selling address of Schedule: Manager, Finance, Biman Flight Catering Centre, HSIA, Dhaka.

Tender document selling date: From **09-09-2026 to 22-09-2026** (during office hours).

Ref:

- a) Tender Notice No. **02/2026-27** dated 07-09-2026
- b) Cost of schedule Tk. **1,000.00** (One thousand) only per set (Non-refundable).
- c) Earnest money Tk. **4,000.00** (Four thousand) only (Refundable)
- d) Cash receipt no. _____ Dated _____ 2026.
- e) Date & time of dropping the tender: On **23-09-2026** up to 1130 hrs.
- f) Date & time of opening the tender: On **23-09-2026** at 1200 hours

Dear Tenderer,

Please find the tender schedule along with terms & conditions for supply of desktop computer, printer & UPS.

You may please participate in the tender if the terms and conditions are acceptable to you.

For-Biman Flight Catering Centre

A.Z.M. Arif

Dy. General Manager, BFCC

Telephone: 880-2-8901760-64-Ex-13

Enclosure: As stated.

BIMAN FLIGHT CATERING CENTRE
HS INTERNATIONAL AIRPORT, DHAKA.

Tender (RTM) No. 02/2026-27

Date/Time Dropping : 23-09-2026 up-to 1130 hrs (LT)

Date/Time Opening : 23-09-2026 at 1200 hrs (LT)

Cost of schedule : Tk. 1,000.00 (One thousand) only per set (Non-refundable)

Earnest Money : Tk. 4,000.00 (Four thousand) only (Refundable)

C.R. No.....Date.....2026

SignatureStaff No

M/S.....
.....
.....
.....

This refers 30.34.0000.000.063.55.0010.26 dated 16-06-2026

Sealed tender is here by invited from the Manufacture/Principle/Local agent/supplier for the following items

Sub: Tender Schedule and Other Terms & Conditions for Supply of Desktop Computer, Printer & UPS

Detail specification /schedule is attached in page no. 04.

Tenderer's Sign & Seal

Contd.....P/02

The terms & conditions are as follows:

01. RTM Tender shall be submitted in one sealed envelope addressed to Deputy General Manager, BFCC, HSIA, Dhaka mentioning tender No. & Subject.
02. **OFFER OF ENVELOPE SHALL CONTAIN THE FOLLOWING (Where applicable)**
 - i) Photocopy of valid Trade license of current year.
Photocopy of current income tax certificate with TIN No./Photocopy of certificate from the competent authority stating that current income tax return has been submitted quoting GIR or TIN No.
 - ii) Photocopy of valid VAT registration certificate.
 - iii) Original copy of C. R. (Cash Money Receipt of Tender schedule purchase)
 - iv) Bank solvency certificate (latest).
 - v) Rates must be quoted by the bidder in their letterhead pad and enclosed price schedule showing the total price in words & in figure for items and no amendments/alterations will be accepted.
 - vi) Earnest money Tk. **4,000.00** (Four thousand) only (Refundable) in the shape of PO/BD/BG in favor of Biman Flight Catering Centre must be submitted from a scheduled Bank of Bangladesh. The validity of earnest money must be 180 days from the date of opening of the tender.
02. Overwriting/Erasing may render the tender to be rejected unless properly countersigned by the authorized person of the bidder.
03. For quoting any abnormal/unworkable price, which does not match with the prevailing market price, the tender may be treated as cancelled. Work order will be given on group lowest basis.
04. Conditional offer will not be accepted. Rate once finalized cannot be changed under any circumstances during the contract period.
05. Tender must be submitted with a forwarding letter in official letter head pad.
06. All submitted document except Pay Order/Bank Draft must be counter signed with Seal by the tenderer.
07. Rates for all items are to be quoted, otherwise BFCC will have every option to reject the tenderer.
08. All submitted documents must be numerically serial showing total number of sheets. Each sheet must be signed & sealed by the Tenderer.
09. Submitted 03 (Three) years of Experience certificate similar line of business & Manufactures /authorized suppliers/local agency certificate must be submitted.
10. Unconditional warranty for a minimum 01 (one) year must be given from the date of receiving the item at BFCC. All cost related to defective items replacement will be borne by supplier.
11. Tender in sealed cover will be received in BFCC Main Security Gate HSIA, Dhaka, latest by 1130 hrs. (LT) on **23-09-2026**. Offer will be opened on the same day in the Conference Room of BFCC, HSIA, Dhaka in presence of the representative(s)/tenderers, if any at 1200 hrs. (LT).
12. Any tender received after aforesaid specified time and date will not be entertained. BFCC will not bear any responsibility for late receipt of tender or samples.
13. Tender will remain valid for 120 (One hundred twenty) days from the date of tender opening.
14. **TENDER SHALL BE REJECTED IF ANY OF THE ABOVE TERMS AND CONDITIONS ARE NOT FULFILLED.**

Tenderer's Sign & Seal

Contd.....P/03

ADDITIONAL TERMS & CONDITIONS APPLICABLE FOR SUCCESSFUL BIDDER

01. In case of successful tenderer's refusal or failure to supply or to accept/comply with BFCC's offer or purchase/work order, BFCC will have the authority to forfeit a part or whole of earnest money/security money submitted by the tenderer along with the tender.
02. In case of any corrupt, fraudulent, collusive or coercive practices made by the tenderer, BFCC may hold the tenderer liable to be disqualified from participating in any subsequent tender proceedings.
03. The Contractor/Supplier will not transfer or assign directly or indirectly whatsoever to other party any portion of the work without written consent of BFCC.
04. BFCC Management reserves the right to reject any/all tender, without assigning any reason whatsoever at any stage.
05. Goods will be delivered by the supplier at their own risk & expenses to BFCC, HS International Airport, Kurmitola, and Dhaka.
06. As per BFCC's order in writing, the supplier/contractor must supply the Goods within 15 (Fifteen) days from the date of receipt of such work order. GM, BFCC may give time extension for unavoidable circumstances or logical ground without penalty for delay supply of items. 0.5% penalty will be imposed per week for late completion of supply/ works without any proper causes. Total penalty will not be more than 10% of total value.
07. Rejected goods will have to be replaced by the supplier.
08. In case of urgent requirement, supplier must meet the demand within a reasonable shortest possible time.
09. BFCC reserves the right either to increase or to decrease the quantities mentioned in the tender schedule and to accept or reject any or all tender without assigning any reason thereof.
10. Performance guaranty @10% on contract value (refundable) in the shape of payment order/ bank guarantee in favor of Biman Flight Catering Centre is to be submitted by the successful bidder within 15(fifteen) days from the date of receipt of the Notification of Award of purchase order for a period of 14 (Fourteen) months from the date of supply. BFCC reserves the right to encash/forfeit the earnest money of the bidder to fail to execute timely submission of performance guaranty. 10% performance guaranty should not be included with earnest money submitted along with the tender.
11. All rates once finalized will not be negotiated during the contract period under any circumstances.
12. Income tax or any other Tax, VAT, duty etc. which comes within the term "deduction at source" will be deducted from the supplier's bill as per Govt. rules/laws for depositing to the Government fund. A certificate in that respect will be given to the party concerned on demand.

A.Z.M Arif

Dy. General Manager, BFCC

Telephone: 880-2-8901760-64 Ex-1 3

DECLARATION

I/We -----M/S. -----
 -----owner /representative hereby declared that I/we have
 accepted all terms & conditions of tender papers and submitted quotation accordingly.

Tenderer's Sign & Seal

Contd.....P/04

Biman Flight Catering Center
H.S International Airport, Dhaka

RTM Tender Notice No. 02/2026-27

Dated: 07-09-2026

Price of goods and delivery schedule

Sl No	Name and specifications of item	Unit	Qty	Unit Rate	Total Amount
01	<u>01. Desktop Computer</u> Processor: Intel Core TM i5 Processor with 12th generation (12 Core, 24M Cache, 2.5GHz to 4.8GHz turbo) or Higher Chipset: Intel® Q670 RAM: 8 GB, 1 x 8 GB, DDR4 or higher SSD: 512 GB, M.2 2230, PCIe NVMe, SSD (min) USB Port (Front & Rear): 04 (min), 1 USB 2.0 port (front), 1 USB 2.0 port with Power Share (front), 1 USB 3.2 Gen 1 Type-A port (front), 1 USB 3.2 Gen 2 Type-C port (front), 4 USB 3.2 Gen, 1 Type-A ports (rear), 2 USB 2.0 ports with Smart Power On (rear). Ports: 1 RJ-45 port 10/100/1000 Mbps (rear), 1 Universal Audio Combo port (front), 1 Line-out re-tasking Line-in audio port (rear), 1 Display Port (rear), 1 HDMI 1.4b port (rear). Optical Device: DVD RW Graphics Chip: Built-in OS: Microsoft Windows 10/ Windows 11 Monitor: Color display, 19.5 inch Full HD LED (Min.) LAN Chip: 10/100/1000 Ethernet LAN Keyboard: 104 Keys Keyboard Mouse: MS mouse or compatible Sound Chip: Built-in Brand: Hewlett Packard/ Dell/Fujitsu. Type: Business Warranty: 03 years (Min.) full warranty.	Each	01		
02	<u>02. Printer:</u> HP Desk Jet 2320 Printer/or Equivalent Print speed: Min. 7 ppm (black) Tray: Min. 60 sheet input / 25 sheet output	Each	01		
03	<u>03. UPS: 1000VA</u> Model: Micro/Power Guard/Apollo	Each	01		
Sub-Total Amount Tk.					

Tenderer's Sign & Seal