

Government of the People's Republic of Bangladesh
Land Reforms Board
Ministry of Land
141-143 Motijheel C/A, Dhaka-1000.

REQUEST FOR QUOTATION
For

Supply of Brand Desktop Computer, Laser Printer, UPS and Scanner

RFQ No. 31.02.0000.012.10.001.13(Part-2).646

Date: 14/12/2017

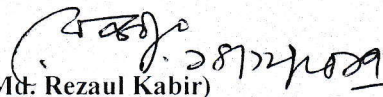
To

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1. The Land Reforms Board has been allocated funds and intends to apply a portion of the funds to eligible payments under the Contract for which this Quotation Document is issued.
2. Detailed description and condition for the intended purchase are available in the office of the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
3. Quotation shall be prepared and submitted using the 'Quotation Document'.
4. Quotation is being requested on Unit Rate basis.
5. Quotation shall be completed properly, duly signed-dated each page by the authorized signatory and submitted by the date to the office as specified in Para 7 below.
6. No Securities such as Quotation Security (i.e. the traditionally termed Earnest Money, Tender Security) and Performance Security shall be required for submission of the Quotation and execution of the works (if awarded) respectively.
7. Quotation in a sealed envelope shall be submitted to the office of the undersigned on or before 20 December 2017 at 1.00 pm. The envelope containing the Quotation must be clearly marked "Quotation for supply of Brand Desktop Computer, Laser Printer, UPS, Scanner and DO NOT OPEN before 20 December 2017 at 2.00 pm." Quotations received later than the time specified herein shall not be accepted.
8. Quotations received by the Procuring Entity duly marked as stated in Para 7 above and, all Quotations thus received shall be sent to the Evaluation Committee for evaluation, without opening, by the same date of closing the Quotation.
9. The Procuring Entity may extend the deadline for submission of Quotations on justifiably acceptable grounds duly recorded subject to threshold of ten (10) days pursuant to Rule 71 (4) of the Public Procurement Rules, 2008.
10. All Quotations must be valid for a period of at least 30(Thirty) days from the closing date of the Quotation.
11. No public opening of Quotations received by the closing date shall be held.



12. Quotationer's rates or prices shall be inclusive of profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law, if the Contract is awarded.
13. Rates shall be quoted and, subsequent payments under this Contract shall be made in Taka currency. The price offered by the Quotationer, if accepted shall remain fixed for the duration of the Contract.
14. Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit photocopies of latest documents related to valid Trade License, Tax Identification Number (TIN), VAT Registration Number and Financial Solvency Certificate from any scheduled Bank; without which the Quotation may be considered non-responsive.
15. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least 3 (three) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
16. In case of anomalies between unit rates or prices and the total amount quoted, the unit rates or prices shall prevail. In case of discrepancy between words and figures the former will govern. Quotationer shall remain bound to accept the arithmetic corrections made by the Evaluation Committee.
17. Letter inviting the successful Quotationer to sign the contract shall be issued within 7(seven) days of receipt of Approval from the approving Authority. The contract shall have to be signed within 7(Seven) days of issuing such letter of invitation.
18. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.
19. A "FORMAT" for submitting quotation has been attached herewith for your guidance.


(Md. Rezaul Kabir)
Assistant Land Reforms Commissioner-2
Land Reforms Board, Dhaka.
Phone No. 9562671
Fax No. 9562227

Distribution:

1. Notice board of Ministry of Land for mass circulation.
2. Notice Board of Land Appeal Board for mass circulation.
3. Notice Board of Land Reforms Board for mass circulation.
4. Notice board of BIWTA for mass circulation.
5. Office file.

1. Brand Desktop Computer

SL. No.	Description		Unit	Unit Rate	Amount
01.	Specification		04 sets		
	Brand	Should be mentioned by the bidder			
	Model	Should be mentioned by the bidder			
	Country of Origin	Should be mentioned by the bidder			
	Country of Manufacturer	Should be mentioned by the bidder			
	Form Factor	Micro Tower			
	Processor Speed	Intel® 7 th generation Core™ i5-7500 Processor 3.4 GHz			
	Cache Memory	6 MB L3 Cache			
	Chipset	Intel® H270 Chipset			
	Memory	4GB (1x4GB) DR4 2400MHz			
	Hard Drive	1TB SATA 7200 RPM			
	Graphics	Integrated Intel® HD Graphics 630			
	Optical Drive	DVD+/-RW Drive			
	Audio	Yes			
	Networking	Integrated Realtek® RTL8111HSH Ethernet LAN 10/100/1000			
	Monitor	18.5" Monitor Same Brand of Chassis			
	Keyboard	USB Business Keyboard (Same Brand of Chassis)			
	Mouse	USB Optical Mouse (Same Brand of Chassis)			
	Operating System	Free DOS			
	Warranty	03 Years limited warranty			
	Multi-plug	Brand: Many, Model-154, 5 ports, 3 pins, individual switch,			
	Antivirus	Kaspersky Internet Security			
	Sub-Total (1):				

2. Laser Printer:

SL. No.	Description		Unit	Unit Rate	Amount
01.	Specification		05 No.		
	Brand	Should be mentioned by the bidder			
	Model	Should be mentioned by the bidder			
	Country of origin	Should be mentioned by the bidder			
	Country of Manufacturer	Should be mentioned by the bidder			
	Speed	18 PPM (A4)			
	Resolution	600 x 600 dpi			
	Memory	32 MB			
	Paper Size	A-4 Letter, Legal			
	Paper	Input: 150 Sheets Input Tray Output: 100 Sheets faced-down bin			
	Interface	USB 2.0			
	Accessories	Regular Toner Cartridge & Drive Deft ware in CD Media			
	Warranty	01 (one) year limited warranty.			
	Sub-Total:				

3. UPS (offline):

SL. No.	Description	Unit	Unit Rate	Amount
1.	Specification	06 No.		
	Brand			
	Model			
	Country of origin			
	Country of Manufacturer			
	Capacity			
	Voltage (on battery)			
	Frequency (on battery)			
	Transfer Time			
	Input Voltage (single phase + N)			
	Overload Protection			
	Short Circuit			
	Spike Protection			
	Battery Type			
	Typical Recharge Time (to 90% of full capacity)			
	Back-up Time (PC with 15?? monitor)			
	Protection			
	Net Weight kg			
	AC Normal Indicator			
	Battery Charging			
	Back Up Indicator			
	Ambient Operation			
	Audible Noise			
	Warranty			
	Sub-Total:			

4. Scanner:

SL. No.	Description	Unit	Unit Rate	Amount
1.	Specification	05 No.		
	Brand			
	Model			
	Country of Origin			
	Country of Manufacturer			
	Scanner type			
	Sensor type			
	Light source			
	Optical resolution *			
	Scanning bit depth			
	Interface			
	Maximum document size			
	Scanner buttons			
	Power supply			
	Weight			
	Display			
	Sub-Total:			
	Grand-Total (1+2+3+4):			
	Figure in words			

Signature of Contractor:

Name of Contractor:

Date:

