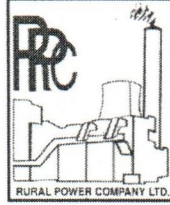


Tenderers, Interested to submit Quotation are requested to submit Application to Procuring Entity for permission with following documents before 22.08.2022.

1. Trade License.
2. Tax Identification Number (TIN).
3. VAT Registration Number.
4. Business Identification Number (BIN Certificate)
5. Experience Certificate/ Work Completion certificate.
6. Income tax return Acknowledgement slip of last Financial Year
7. Import Related Documents.



RURAL POWER COMPANY LIMITED

**Tender Document for
Procurement of Desktop Computer with UPS, Printer and Scanner
By
Request for Quotation (RFQ) Method, National.**

Tender Inquiry No: PUR- 015 (LG/HO/RFQ)/2022-2023, Date-16.08.2022

Tender Closing Date: 24.08.2022, Time: 12:00PM

August-2022

Not For Submission



REQUEST FOR QUOTATION (RFQ)
For

Procurement of Desktop Computer with UPS, Printer and Scanner

Tender Inquiry No: PUR-015 (LG/HO/RFQ)/2022-2023, Date-16.08.2022

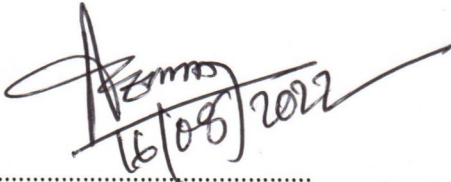
To

1. The **Rural Power Company Ltd** intends to procure **Desktop Computer with UPS, Printer and Scanner at RPCL**. By own fund to eligible payments under the contract for which this Quotation Document is issued.
2. Detail technical specification of the particular items is attached herein.
3. Quotation shall be prepared and submitted using the Terms & condition of 'Quotation Document'.
4. 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 6** below.
5. No Securities such as Quotation Security (i.e. the traditionally termed Earnest Money, Tender Security) shall be required for submission of the Quotation.
6. Quotation in a sealed envelope or through electronic mail shall be submitted to the office of the undersigned **on or before 24.08.2022** at 12:00 Noon. The envelope containing the Quotation must be clearly marked "**Quotation for Supply of Desktop Computer with UPS, Printer and Scanner at RPCL**" and "**DO NOT OPEN**" before **24.08.2022** at 12:00 Noon. Quotations received later than the time specified herein shall not be accepted.
7. Quotations received through electronic mail shall be sealed-enveloped by the Procuring Entity duly marked as stated in **Para 6** 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.
8. Quotations must be valid for a period of at least **30 (Thirty) days** from the closing date of the Quotation.
9. No public opening of Quotations received by the closing date shall be held.
10. 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.
11. Rates shall be quoted and, subsequent payments under this work order shall be made in BDT currency. The price offered by the Quotationer, if accepted shall remain fix for the duration of the Contract.
12. Quotationer shall have legal capacity to enter into Contract. Quotationer (If Bangladeshi), in support of its qualification shall be required to submit photocopies of latest documents related to **valid Trade**



license, VAT, TIN, Income tax return Acknowledgement slip of last Financial Year & 13 digit BIN registration from concerned authority or other legal document.

13. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least two (2) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
14. 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.
15. Delivery of Goods shall be completed within **15 (Fifteen)** days from the date of issuance of the Purchase order.
16. Interested tenderer are requested to visit RPCL to see the sample & others within the office hour (from Sunday to Thursday 9.00 AM- 5.00PM).
17. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.
18. Any importer can apply with import related document to RPCL and can participate in this RFQ after getting the approval from RPCL


16/08/2022

.....
(Mohammad Asaduzzaman)
Executive Engineer (P&C)
Rural Power Company Limited
Address: House# 19, Road# 1/B, Sector # 9
Uttara Model Town, Dhaka-1230
E-mail: asad.zaman@rpcl.gov.bd

Distribution:

1. Managing Director, RPCL, Dhaka.
2. Executive Director (Engineering / Finance), RPCL, Dhaka.
3. RPCL Website & Notice Board.
4. Office File

Quotation Submission Letter
[Use Letter-head Pad]

Tender Inquiry No: PUR-015 (LG/HO/RFQ)/2022-2023,

Date-16.08.2022

To
Mohammad Asaduzzaman
Executive Engineer (P&C)
Rural Power Company Limited
Address: House# 19, Road# 1/B, Sector # 9
Uttara Model Town, Dhaka-1230
E-mail: asad.zaman@rpcl.gov.bd

I/We, the undersigned, offer to supply in conformity with the Terms and Conditions for delivery of the Goods and related services named **Supply of Desktop Computer with UPS, Printer and Scanner at RPCL, Uttara ,Dhaka.**

The total Price of my/our Quotation is BDT [.....]

And words.....]

My/Our Quotation shall remain valid for the period stated in the RFQ Document and it shall remain binding upon us and, may be accepted at any time prior to the expiration of its validity period.

I/We declare that I/we have the legal capacity to enter into a contract with you, and have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices.

I/We am/are not submitting more than one Quotation in this RFQ process in my/our own name or other name or in different names. I/We understand that the Purchase Order issued by you shall constitute the Contract and will be binding upon me/us.

I/We have examined and have no reservations to the RFQ Document issued by you on [.....]

Not For Submission

I/We understand that you reserve the right to reject all the Quotations or annul the procurement proceedings without incurring any liability to me/us.



Signature of Quotationer with Seal
Date:

Price Schedule for Goods and related services

Ref: PUR-015 (LG/HO/RFQ)/2022-2023,

Date-16.08.2022

Sl no	Description of Items	Unit	Qty	Unit Rate or Price (BDT)	Total Amount (BDT)	Delivery periods of the Materials
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>
01	Computer	nos	03			
02	UPS	nos	03			
02	Printer	nos	01			
03	Scanner	nos	01			
Total Amount for Supply of Goods and related services (inclusive of VAT and all applicable taxes)				In figure		
Goods to be supplied to :		Rural Power Company Limited House#19, Road#1/B, Sector#09, Uttara Model Town, Dhaka-1230				
Total Amount in BDT (in words)						
Delivery Period Offered						
Warranty Provided		Minimum 12 months from date of completion of the supply				

[Insert number] number corrections made by me/us have been duly initialed in this Price Schedule. My/Our Offer is valid until dd/mm/yy [insert Tender Validity date].

Signature of Tenderer with Seal	Date: dd/mm/yy
Name of Tenderer	



Technical Specification of the Goods Required

Ref: PUR- 015 (LG/HO/RFQ)/2022-2023,

Date-16.08.2022

SI no	Description of Items	Full Technical Specification and Standards	Country of Origin	Manufacturer and Model
1	2	3	4	5
01	Computer	<p>Intel 10th Generation Core i5 10500 Processor (Minimum), Intel Chipset Q470 Motherboard (Minimum), RAM 8GB DDR4 2666 MHz (Minimum), 1 TB HDD with 512 GB M.2 SSD (Minimum), DVD RW, Operating System Free-Dos, Minimum 18.5" LED Monitor, USB Keyboard and Mouse</p> <ul style="list-style-type: none"> • The brand of Monitor, Keyboard and Mouse must be same as PC and compatible with the PC • No Converter will be allowed <p>Brand: Dell/HP Model: HP ProDesk 400 G/ M1 or Dell OptiPlex 3090 MT or Higher Series & Model</p>		
02	UPS	<p>Minimum 650 VA offline UPS Brand: APOLLO/MaxGreen/Digital X/Power Pac/Prolink</p>		
03	Printer	<p>Printer Type: Auto Duplex Laser (Black), Network Printer: Yes Print Speed: Simplex: A4: Up to 25ppm II (Minimum) Duplex: A4: Up to 7.7spm (Minimum) Print Resolution (Black): 600 x 600dpi (Minimum) Port: 1 RJ-45 (Minimum) , 1 USB (Minimum) Brand: HP / Canon Model: Canon LBP 6230dn or HP LaserJet Pro M404dn Printer or Equivalent</p>		



Sl no	Description of Items	Full Technical Specification and Standards	Country of Origin	Manufacturer and Model
04	Scanner (Duplex Scanner with ADF)	Type: Document Scanner ADF: Yes, Duplex Scanning: Yes Document feeding mode: Flatbed and ADF ADF Minimum: 76.2 x 148 mm (3 x 5.83 in.) Speed: Minimum 20ppm / 40ipm in both color or mono mode, Resolution: 1200 dpi, Interface: USB 3.0 compatible Recommended Daily Volume: Up to 2,000 pages, ADF Capacity: 50 sheets Brand: HP/AVISION Model: HP Scanjet Pro 2500f1 Flatbed Scanner / AVISION AD120 ADF Document Scanner or Equivalent		

Not For Submission

I/We declare to supply Goods offered by me/us fully in compliance with the Technical Specifications and Standards mentioned hereinabove

Signature of Tenderer with Seal	Date: dd/mm/yy
Name of Tenderer	

Note:

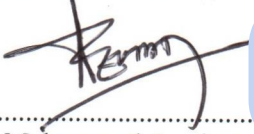



**Terms and Conditions
for
Supply of Goods and Payment**

1. Terms and Conditions contained herein shall be binding upon both the RPCL and the Supplier for the purpose of administration and management of this Contract.
2. The Supplier shall have to complete the delivery in all respects within **15 [Fifteen]** days from the date of issuance of the Work order.
3. The Supplier shall be entitled to an extension of the Delivery Schedule if the RPCL delays in receiving the Goods and related services or if Force Majeure situation occurs or for any other reasons acceptable to the RPCL on justifiable grounds duly recorded.
4. All delivery under the Contract shall at all times be open to examination, inspection, measurements, testing, commissioning, and supervision of the RPCL authorized representative.
5. The RPCL shall check and verify the delivery made by the Supplier in conformity with the Technical Specifications and notify the Supplier of any Defects found.
6. If the Goods are found to be defective or otherwise not in accordance with the specifications, the RPCL may reject the supplies by giving due notice to the Supplier, with reasons.
7. The Supplier shall be entirely responsible for payment of taxes, duties, fees, levies, and other charges to be paid under the Applicable Law.
8. Notwithstanding any other practice, the payment shall be based on the actual delivery of goods on the basis of the quantity of each item of Goods in accordance with the priced schedule and specifications.
a) 100% of the contract price of the Goods and related services shall be paid after successful completion of the supply and upon submission of bill with invoice-0.5.
9. The minimum Warranty Period of the Supplies shall be Twelve Months starting from the date of completion of delivery in the form of submission by the Supplier and acceptance by the RPCL, of the Delivery Challan.
10. The Supplier shall keep the Procurement Entity harmless and indemnify from any claim, loss of property or life to himself/herself, his/her workmen or staff, any staff of the Procurement Entity or any third party while delivering the Goods and related services.
11. Any claim arising out of delivery of Goods and related services shall be settled by the Supplier at his/her own cost and responsibility.
12. Damage to the Goods during the Warranty Period shall be remedied by the Supplier at the Supplier's own cost, if the damage arises from the supply by the Supplier.
13. No modification to Scope of Supply and no Variations to the quantities ordered shall be permissible under any circumstances.
14. **The RPCL authority shall amend the work order incorporating required approved changes subsequently introduced to the original Terms and Conditions in line with Rules, where necessary.**



15. The RPCL and the Supplier shall use their best efforts to settle amicably all possible disputes arising out of or in connection with this Contract or its interpretation.

For the Purchaser:	For the Supplier:
 Mohammad Asaduzzaman Executive Engineer (P&C) Rural Power Company Limited	 Name: Designation:
Date 16.08.2022	Date

