

**REQUEST FOR QUOTATION**

for

**Supply of Laptop Computer at BPMI Campus**

**RFQ No: 27.04.0000.101.07.005.19.167(1)**

**Date: 16/05/2021**

To

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| <p><b>1 Star Tech &amp; Engineering Ltd</b><br/><i>Shop-228, 229, 2nd Floor, IDB Bhaban,<br/>Agargaon, Dhaka</i></p> <p><b>2 Ryans Computers Limited</b><br/><i>Kusholi Bhaban, 4th Floor, 238/1 Begum<br/>Rokeya Sharani, Agargaon, Dhaka-1207</i></p> <p><b>3 RR Enterprise</b><br/><i>39, Kudrat-E-Khoda Road, Elephant Road,<br/>Dhaka 1205</i></p> | <p><b>4 Tech Land</b><br/><i>Shop: 839- 840 Level: 8, Computer City<br/>Center (Multiplan), New Elephant<br/>Road, Dhaka-1205, Bangladesh</i></p> <p><b>5 SI Tech Computer</b><br/><i>28/G/1, TOYENBEE CIRCULAR<br/>ROAD, MOTIJHEEL, DHAKA</i></p> |
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- Bangladesh Power Management Institute (BPMI)** intends to procure **Supply of Laptop Computer at BPMI Campus** for which this Quotation Document is issued.
- Detailed Specifications for the intended Goods shall be available in the office by the Procuring Entity for inspection by the potential Quotationers during office hours on all working days.
- Quotation shall be prepared and submitted using the 'Quotation Document'.
- 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.
- 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 delivery of the Goods (if awarded) respectively.
- Quotation in a sealed envelope or by fax or through electronic mail shall be submitted to the office of the undersigned **on or before** [19/05/2021; 12:30PM]. The envelope containing the Quotation must be clearly marked "**Quotation for Supply of Laptop Computer at BPMI Campus**" and **DO NOT OPEN** before [19/05/2021; 12:30PM]. Quotations received later than the time specified herein shall not be accepted.
- Quotations received by fax or 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.
- 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.
- All Quotations must be valid for a period of atleast [30 days] from the closing date of the Quotation.
- No public opening of Quotations received by the closing date shall be held.
- 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.
- 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.



13. Quotationer shall have legal capacity to enter into Contract. Quotationer, in support of its qualification shall be required to submit certified photocopies of latest documents related to valid **Trade License, Tax Identification Number (TIN), Tax Certificate, VAT Registration Number** and **Financial Solvency Certificate** from any scheduled Bank; without which the Quotation may be considered non-responsive.
14. Quotations shall be evaluated based on information and documents submitted with the Quotations, by the Evaluation Committee and, at least three (3) responsive Quotations will be required to determine the lowest evaluated responsive Quotations for award of the Contract.
15. 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.
16. The supply of Goods and related services shall be completed within **15 (Fifteen)** days from the date of issuing the Purchase/ Delivery Order.
17. The Purchase/ Delivery Order that constitutes the Contract binding upon the Supplier and the Procuring Entity shall be issued after receipt of approval from the Approving Authority.
18. Warranty: Minimum 02 (Two) years.
19. The Procuring Entity reserves the right to reject all the Quotations or annul the procurement proceedings.



16.05.2021

**(Md. Tohijul Islam)**

*Deputy Director (Planning & Program), BPMI*

Distribution:

1. AD (Admin), BPMI for information and Circulation in Website.
2. Notice Board.
3. SAD (Project), BPMI
4. Office Copy/ Master File.



## Quotation Submission Letter

[Use Letter-head Pad]

**RFQ No: 27.04.0000.101.07.005.19.167(1)**

**Date: 16/05/2021**

To:

*Rector  
Bangladesh Power Management Institute, Dhaka.*

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 Laptop Computer at BPMI Campus*”

The total Price of my/our Quotation is BDT [insert amount both in figure 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. Furthermore, I/we am/are aware of Para 21(b) of the Terms and Conditions and pledge not to indulge in such practices in competing for or completion of delivery of Goods.

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 16/05/2021.

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

RFQ No: 27.04.0000.101.07.005.19.167(1)

Date: 16/05/2021

S/N	Description	Unit	Unit Price (Tk.) (With VAT& Tax)	Total Price (with VAT & Tax)	Destination for Delivery of Goods
1	2	3	4	5	6
1.	<b>Laptop with following Specification:</b>  <b>Processor-</b> Core i7 10th Generation 10750H <b>Graphics-</b> NVIDIA GeForce RTX2070 SUPER GPU <b>RAM-</b> 16 GB DDR4 2933 MHz RAM <b>Storage-</b> 1TB M.2 PCIe NVMe SSD <b>Webcam-</b> HD Webcam <b>Screen size-</b> 15.6" FHD	01			<b>Plot no.-02, Road-104, Sector-4, Purbachal New Town, Dhaka.</b>
2.	<b>Laptop with following Specification:</b>  <b>Processor-</b> Core i5 11th Gen-1135G7 <b>Graphics-</b> MX330 2GB Graphics <b>RAM-</b> 8 GB DDR4 3200 MHz RAM <b>Storage-</b> 512 GB M.2 PCIe NVMe SSD <b>Webcam-</b> HD Webcam <b>Screen Size-</b> 15.6" FHD Laptop.	03			
<b>Total (Including VAT &amp; AIT) (see Note 1 below)</b>					
<b>Total (in words):</b> [enter the Total Amount as in Column 5 above for the delivery of Goods].					

Delivery Offered	[insert weeks/days] from date of issuing the Purchase Order]
Warranty Provided	[insert weeks/months/years from date of completion of the delivery; state none if not applicable]

[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 Quotation Validity date].

Signature of Quotationer with Seal <hr/> Name of Quotationer	Date: dd/mm/yyyy
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Note:

- Rates or Prices shall include profit and overhead and, all kinds of taxes, duties, fees, levies, and other charges earlier paid or to be paid under the Applicable Law, if the Contract is awarded; including transportation, insurance etc. whatsoever up to the point of delivery of Goods and related services in all respects to the satisfaction of the Procuring Entity.

*Shamim*

*Ahmed*

## Technical Specification of the Goods Required

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Date: 16/05/2021

S/ N	Product Description	Full Technical Specification and Standards	Country of Origin	Make and Model
1	2	3	4	5
1.	Intel 10 <sup>th</sup> Generation core i7 Laptop	<p><b>Laptop with following Specification:</b></p> <p><b>Processor-</b> Core i7 10th Generation 10750H  <b>Graphics-</b> NVIDIA GeForce RTX2070 SUPER  <b>RAM-</b> 16 GB DDR4 2933 MHz RAM  <b>Storage-</b> 1TB M.2 PCIe NVMe SSD  <b>Webcam-</b> HD Webcam  <b>Display-</b> 15.6" FHD 300 Hz refresh rate  <b>Battery-</b> 4-Cell, 68 WHr  <b>Fingerprint Sensor-</b> Yes  <b>Keypad-</b> Backlit Keyboard with numeric keypad with G-Key  <b>Card Reader-</b> 1x SD Card Reader  <b>Wi-Fi-</b> Killer Wi-Fi 6 AX1650 (2x2) 802.11ax Wireless  <b>Bluetooth-</b> Bluetooth 5.1</p>		
2.	Intel 11 <sup>th</sup> Generation core i5 Laptop	<p><b>Laptop with following Specification:</b></p> <p><b>Processor-</b> Core i5 11th Gen-1135G7 <b>Graphics-</b> MX330 2GB  <b>Graphics</b>  <b>RAM-</b> 8 GB DDR4 3200 MHz RAM  <b>Storage-</b> 512 GB M.2 PCIe NVMe SSD  <b>Webcam-</b> HD Webcam  <b>Display-</b> 15.6" FHD Laptop.  <b>Battery-</b> 4-Cell, 53 WHr  <b>Adapter-</b> 65W AC Adapter  <b>Fingerprint Sensor-</b> Yes  <b>Keypad-</b> Backlit Keyboard with numeric keypad  <b>Card Reader-</b> 1x MicroSD Card Reader  <b>Wi-Fi-</b> 802.11ac 2x2 WiFi  <b>Bluetooth-</b> Yes  <b>Color-</b> Platinum Silver</p>		

I/We declare to supply Goods and related services offered by me/us fully in compliance with the Technical Specifications and Standards mentioned herein above.

<p><b>Signature of Quotationer with Seal</b></p>	<p>Date: dd/mm/yyyy</p>
<p>Name of Quotationer</p>	

**Note:**

1. Specifications are to be filled in by the Procuring Entity. A set of precise and clear specifications is a pre-requisite for Quotations to respond realistically and competitively to the requirements of the Procuring Entity. In the context of competitive Quotations, the specifications shall be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the Goods and related services to be procured. The specifications should require that all items, materials and accessories to be included or incorporated in the Goods be new, unused and of most recent or current models, and that they include or incorporate all recent improvements in design and materials.
2. Technical Specifications of the Goods and related services shall be in compliance with the requirements of the Procuring Entity specified in this document. Quotationer is required to mention make / model (as applicable) of the Goods offered and must attach the appropriate original printed (if not available copied) literature / brochures for the listed items.

*Signature*

*Signature*