

Subject: - Request for submission financial offer for A4 Size MICR Compliance Security Cheque Leaves (on CBS-1 Paper) with Text Personalization & MICR Encoding for Prime Bank Limited.

Dear Concern,

We are pleased to invite sealed Quotation for supplying A4 Size MICR Compliance Security Cheque Leaves (on CBS-1 Paper) with Text Personalization & MICR Encoding. In this regard interested bidders are requested to submit financial offer in their letterhead pad with sealed envelope. The envelope must be marked as "A4 Size MICR Cheque" as per specifications, Terms & Conditions stated below.

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|----|---------------------------------------|---|
| 1. | Specifications: - | |
| | A. Physical Specifications | Size of the total leaf : A4(8.27"X11.69") Cheque Size : (0.768"+7.5") x 3.5" with 0.625" MICR area Perforation : One horizontal and two vertical perforation. Color : 4-6 color (As per Bank's approved color) with one color reverses printing as per Bangladesh Bank specification. Design : As per Bangladesh Bank approved design. Serial Number : Pre printed serial number is required as per instruction of the Bank. Packing : 500 leaves per packet (by 72 lbs craft paper with leaf serial number). |
| | B. Cheque Paper Specification: | As per cheque printing guideline of Bangladesh Bank. |

BOQ:

Option - 1:

| A | B | C | D | E | F=(D+E) | G=(CXF) |
|-----|---|-----------------|---------------------------------|--|-----------------------|--|
| Sl. | Item's Name | Quantity (Lvs.) | Rate for Base Cheque (Per Leaf) | Rate for MICR Encoding & Text Personalization (Per Leaf) | Total Cost (Per Leaf) | Total Amount with MICR & Personalization |
| 01 | A4 Cheque Leaves (with Text Personalization & MICR Encoding)- | 50,000 | | | | |


Option - 2:

| | | | | | | |
|----|---|--------|--|--|--|--|
| 01 | A4 Cheque Leaves (with Text Personalization & MICR Encoding)- | 75,000 | | | | |
|----|---|--------|--|--|--|--|

Option - 3:

| | | | | | | |
|----|---|---------|--|--|--|--|
| 01 | A4 Cheque Leaves (with Text Personalization & MICR Encoding)- | 100,000 | | | | |
|----|---|---------|--|--|--|--|

Note : Price including VAT, Tax and delivery charge.


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Minimum qualifications and requirements for eligibility:

- a. Interested bidders must have at least 5 (Five) years relevant experience in this line of business & they must have the infrastructure of MICR encoding job with efficient technical team to execute the work within the stipulated time.
- b. Has/ Have executed work order of minimum Tk10 (ten) lac in a single transaction.
- c. Following papers/documents must be sent with the proposal:
 - i. Valid Trade License
 - ii. Bank solvency certificate/documents with Bank Statement of last six months
 - iii. VAT Registration certificate, Up-to-date TIN certificate and Up-to-date copy of TAX payment receipt
 - iv. Client list with goodwill certificate (If available) and Experience certificate/Work Order (If available)
 - v. If the bidder is an authorized dealer/distributor of the said product they will provide the document of dealership/distributorship of the Manufacturer.
 - vi. Certificate of Pira International or any bona fide testing authority regarding the CBS1 paper so that the paper quality meets the specified standard mentioned by Bangladesh Bank.

The offer is to be submitted in a single Quotation in sealed envelope in the tender box kept at FMD, Facilities Tower (6th Floor), Kha-199/2, Maddhya Badda, Pragati Sarani, Dhaka-1212 **by 04.00 PM on 06.02.2023** and be clearly marked "**A4 Size MICR Cheque**" at the top of the envelope.

Prime Bank reserves the right to accept, modify or reject, in full or part, any or all quotations without assigning any reason whatsoever.

For details information, you may communicate with Mr. Shahadev Mondal, Executive Officer, Cell # 01713277697.

Kazi Sohel Masud
AVP & Unit Head
Procurement - FMD
01730 028367

Thanking You,

Syed Ibne Shariar
VP & Head of FMD