

**Facility Management Division**

Ref: PBL/IT/RFP/Microsoft1/2023/495

Date: July 18, 2023

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**Subject: Request for Proposal (RFP) for Renewal of Microsoft Enterprise Agreement(EA).**

Dear Sir,

Please be informed that Prime Bank Limited intends to renewal of Microsoft Enterprise Agreement(EA). For this purpose, you are requested to submit financial offer along with technical specifications in your letterhead pad complying the following Terms & Conditions in mentioned in attached documents.

**RFQ SUBMISSION ADDRESS:**

Facility Management Division, Head Office, Prime Bank Limited  
Prime Tower (Ground Floor, Central Despatch ),  
Plot # 8 & 35, Nikunjo-2, Khilkhet, Airport Road, Dhaka-1219

RFQ process Contact : Partha Sarathi Bairagi, Cell: 01730781194

Technical Clarification Contact : Faysal Ahmed, Cell: 8801919804847

After going through the details terms & conditions mentioned in attached documents, please submit proposal as per format mentioned in RFP in your company's letterhead pad duly signed by authorized representative of your company. RFP documents shall be dropped **in the Tender box on 14<sup>th</sup> August 2023 before 3:00 PM.** No RFP shall be entertained after the specified time and date. No RFP document will be received by mail.

Thanking You.



Kazi Sohel Masud  
AVP & Unit Head, Procurement

Attachment: Details Request for Proposal (RFP) for Renewal of Microsoft Enterprise Agreement(EA)