

Ref: HO/FMD/Proc./RFQ/2024/236

April 22, 2024

**Subject: Request for Quotation (RFQ) for Supply , Installation , Refilling & Servicing of Fire Extinguisher, Security Alarm Bell and its Spare Parts for 01 (one) year.**

Dear Sir,

We are pleased to invite a sealed Quotation from the reputed supplier(s) which is to be forwarded to us under a cover letter for the items based on the specifications and terms & conditions mentioned below:

**Table A: New Items**

SL	Item	Within Dhaka City (only metropolitan area)	Within Dhaka Division (outside Dhaka metropolitan City)	Outside Dhaka Division	Remarks
		Unit Rate (TK)	Unit Rate (TK)	Unit Rate (TK)	
1.	<u>A, B, C &amp; E Dry Chemical Powder</u> Capacity: 5kg. Brand: Model: Country of origin:				
2	<u>A, B, C &amp; E Auto Dry Chemical Powder</u> Capacity: 6kg. Brand: Model: Country of origin:				
3.	<u>CO<sub>2</sub> Fire Extinguisher</u> Capacity: 5kg. Country of origin:				
4	<u>Security Alarm</u> (2XBell, size-6", 3XSwitch) Brand: Model: Country of origin:				

**Table B: Rate of Refilling & Servicing**

SL	Item	Within Dhaka City	Within Dhaka Division (outside Dhaka City)	Outside Dhaka Division	Remarks
		Unit Rate (TK)	Unit Rate (TK)	Unit Rate (TK)	
1.	<u>A, B, C &amp; E Dry Chemical Powder</u> Capacity: 5kg Country of origin:				
2	<u>A, B, C &amp; E Auto Dry Chemical Powder</u> Capacity: 6kg Country of origin:				
3	<u>CO<sub>2</sub> Fire Extinguisher</u> Capacity: 5kg Country of origin:				
4	Bottle Paint (5kg)				
5	Bottle Paint (6 Kg)				



**Table C: Spare Parts**

SL	Item	Unit Rate (TK)			Remarks
		Within Dhaka City	Within Dhaka Division (outside Dhaka City)	Outside Dhaka Division	
01.	Meter (Fire Extinguisher) Country of origin:				Per Pc
02.	Hose Pipe Country of origin:				Per Pc
03.	New Bulb Country of origin:				Per Pc
04.	Inner Pipe Country of origin:				Per Pc
05.	Belt Country of origin:				Per Pc
06.	Bulb Repairing Country of origin:				Per Pc
07.	Clam Country of origin:				Per Pc
08.	Cable (BRB & equivalent) Country of origin:				Per Feet

**Terms & Conditions:**

01.	Execution of the Work	a) Work Order for supply & installation will be issued as and when required basis. b) Refilling & servicing will be done as and when required.
02.	Place of Work	Will be mentioned in the work order which is to be issued from time to time.
03.	Price Validity	01(one) year from the date of the first work order.
04.	Warranty	<b>New Cylinder:</b> 10 years from the date of installation <b>Chemical:</b> 01 (one) year from the date of installation and refilling. <b>Security Alarm Bell:</b> 01 year from the date of installation.
05.	Description and Quality	I. The goods & services shall be fit for their purpose, of satisfactory quality, and free from defects in material or workmanship II. The goods & services shall comply with all applicable laws and regulations III. The goods & services shall conform to standards & specifications
06.	Inspection	Signing of the delivery receipt of any goods & services by Prime Bank shall not imply acceptance by Prime Bank. Prime Bank has a right to carry out inspections and tests if seems not fit to quality of conformance of the goods & services in that case supplier shall provide all reasonable assistance free of charge.
07.	Payment	Payment will be made after successful installation & refilling and satisfaction of the concerned Branch/Division.
08.	Deductions	VAT & AIT will be deducted from your bill as per Govt. rules.
09.	Support and Service	Support service must be provided within 24 hrs. (Dhaka area) and 72 hrs. (Other areas) after complaining by the user.
10.	Training	You have to arrange training during installation of the products for our officials to make understand the operations of the supplied items.
11.	Penalty	If the work is not completed within the period as fixed in this work order you shall be liable to give a penalty @ Tk.200.00 only per day of delay which shall be realized from your bill.
12.	Cancellation	The Bank authority reserves the right to cancel the work order for any violation of the clauses mentioned above or for any other valid reason.

**Required Documents:**

The bidder should submit a photocopy of the following documents along with their Branch information with the offer:

a.	Up-to-date Valid Trade License.
b.	Certificate of Incorporation
c.	Valid TIN Certificate
d.	VAT Registration Certificate
e.	Bank Solvency Certificate
f.	At least 10 (ten) years' work experience in related works.
g.	The vendor must have work experience with at least 05 (five) Banks.
h.	List of Branches/ Local Offices and contact person cell number.

The quotation must be submitted in your company letter head pad and dropped in the tender box kept at Prime Bank PLC., **Head Office, Prime Tower, Central Dispatch (Ground Floor) Plot # 08 & 35, Airport Road, Nikunja-2, Khilkhet C/A, Dhaka-1229 on April 29, 2024 before 03:00 pm** and will be opened on the same day and same place.

The Bank reserves the right to accept or reject any or all the offers in full or part with or without assigning any reason whatsoever. Further, Bank shall not be under any obligation to accept the lowest quotation.

For any query please feel free to contact with Mr. Bashas Abu Sharif (01623551405).

Thanking You,



Kazi Sohel Masud  
AVP & Unit Head  
Procurement - FMD



Shah Jishan Md. Ataul Kadir  
VP & Head of Administration