

Facility Management Division

Prime/FMD/2019/Printers/ 113

Jun 06, 2020

Sub: Request for price proposal submission of Printers for different branches and divisions of Prime Bank Ltd.

Dear Sir,

Please be informed that Prime Bank Limited intends to purchase Printers for different branches and divisions. Unit rate of the Printers may be fixed for next 06 months from the date of issuing notification of award. The selected vendor has to deliver the products to the Bank's selected location (inside Dhaka) as and when required at the approved rate for next 06 months. For this purpose, you are requested to submit financial offer along with technical specifications in your letterhead pad complying the following Terms & Conditions:

Products: Printers.

Item Description	Unit Price (BDT)	VAT (7.5%)	Unit Price inclusive VAT	Tentative Qty for 06 months	Remarks
Category A - Mid-Range Printer (Network Printer)				25 (±10)	Any change in VAT by the govt. would be borne by the bank
Category B - Heavy Duty Printer (Network Printer)				15 (±5)	
Category C - Lower Range Printer (USB)				15 (±5)	
Category D - Color Printer: Mid-Range (Network printer)				10 (±5)	

Terms & Conditions:

1. Delivery & Installation:

- a. The supplier will deliver & install the products to the Bank's selected location (Inside Dhaka) as and when required. No additional cost will be paid by the bank for transportation.
- b. In case of supplying inferior quality/defective goods; any change imposed by Prime Bank must be entertained.

2. Payment: Payment will be made within 30 (Thirty) days from bill receipt and payment will be made as per the following manner:

- a. In case of bill amount over Tk. 2,00,000.00, 90% of the unit price will be paid after satisfactory installation of the equipment.
- b. Remaining 10% of the unit price will be paid after 06 (Six) months from the date of products delivery.
- c. **The quoted amount must be included VAT but excluded from any kind of TAX. Bank will deduct VAT & AIT as per govt. rules.**

3. Warranty: 01 (One) year full warranty. During this period, the vendor shall repair any kind of defects including replacement of any parts at his own cost or replace the equipment, if necessary.

4. Support Level: The Supplier shall provide immediate response either by phone, e-mail or in person to any of the Purchaser's queries related to support and service.
5. Validity of the Rate: The quoted rate and other terms and conditions should cover for at least a period of 06(Six) months from the submission date of RFQ.
6. Paper & Documents: The supplier has to submit the following paper & documents:
- Valid Registration/ownership document, VAT & TIN certificate, up-to-date Trade License, and up-to-date Bank Solvency Certificate.
 - Distributorship or Sole Distributorship certificate.
 - Copies of work-orders and performance certificates of executing same work with different commercial Bank or Multi National Companies.
7. Technical specification: Technical specification is given below at Table 'A'. Bidder's response will be filled up by participant companies.

Table A: Specification of Printers (Category A & B):

Particulars	Category A - Mid-Range Printer (Network Printer)	Category B - Heavy Duty Printer (Network Printer)
Brand	Canon/HP	Canon/HP
Model	Please Mention	Please Mention
Type	Laser printer	Laser printer
Print Speed A4 (minimum)	38ppm	43 ppm
Resolution (minimum)	Please mention	Please mention
Warm-Up Time (when the printer is turned on)	Not more than 40 Sec	Not more than 30 Sec
Feeder	Please mention	Please mention
Paper Input (minimum)	250-sheet cassette	550-sheet cassette
Paper Output (minimum)	150 sheets	250 sheets
Paper Size	Please mention	Please mention
Memory (minimum)	128 MB	512 MB
Network Interface	10/100/1000 Ethernet LAN	10/100/1000 Ethernet LAN
Interface	USB 2.0 Hi-Speed	USB 2.0 Hi-Speed
Duty cycle (monthly)	80,000 pages	150,000 pages
Compatible Operating Systems	Win 7 (32 / 64 bits), Win 8 (32 / 64 bits), Win 8.1 (32 / 64 bits), Win 10 (32 / 64 bits), Linux	Win 7 (32 / 64 bits), Win 8 (32 / 64 bits), Win 8.1 (32 / 64 bits), Win 10 (32 / 64 bits), Linux
Warranty	01 year full with support & spare parts	01 year full with support & spare parts
Delivery Time	Please Mention	Please Mention

Table B: Specification of Printers (Category C & D):

Particulars	Category C - Lower Range Printer (USB)	Category D - Color Printer: Mid-Range (Network printer)
Brand	Canon/HP	Canon/HP
Model	Please Mention	Please Mention
Type	Laser Printer	Laser printer
Print Speed A4 (minimum)	18 ppm	18 ppm
Resolution (minimum)	Please mention	Please mention
Warm-Up Time (when the printer is turned on)	Please mention	Please mention
Feeder	Please mention	Please mention
Paper Input (minimum)	150-sheet cassette	150-sheet cassette
Paper Output (minimum)	100 sheets	100 sheets
Paper Size	Please mention	Please mention
Memory (minimum)	64 MB	256 MB
Network Interface	NA	10/100/1000 Ethernet LAN
Interface	USB (Hi-Speed)	USB 2.0 Hi-Speed
Duty cycle (monthly)	10,000 pages	30,000 pages
Compatible Operating Systems	Win 7 (32 / 64 bits), Win 8 (32 / 64 bits), Win 8.1 (32 / 64 bits), Win 10 (32 / 64 bits), Linux	Win 7 (32 / 64 bits), Win 8 (32 / 64 bits), Win 8.1 (32 / 64 bits), Win 10 (32 / 64 bits), Linux
Warranty	01 year full with support & spare parts	01 year full with support & spare parts
Delivery Time	Ready Stock	Ready Stock

8. After going through the terms & conditions, if you are interested to participate in the bidding process then submit proposal as per format mentioned above in your company's letterhead pad duly signed by authorized representative of your company. **The proposals must be submitted on 11.06.2020 by 02:30 pm at the following mentioned address** and no quotations shall be accepted after this time period. **Proposals must be submitted in two-envelope system i.e, one Technical Proposal & one Financial Proposal mentioning Technical/Financial Proposal on the top of each envelope. These two proposals will be submitted together in a third envelope. All the envelopes should be sealed & signed.**

Address:

Prime Bank Limited
 Facility Management Division,
 29, Rajuk Avenue, Sarkar Mansion, 1st Floor, Dhaka 1000

RFQ process Contact : Md. Rashidul Hasan, Cell: 01730791544

Technical Clarification Contact: M. Saifur Rashid, Cell: 01730791544

9. The Authority reserves the right to modify the terms and conditions as mentioned above, accept or reject any or all of the proposals or may divide the work amongst the participants without assigning any reason whatsoever.

Thanking you.



Md. Rashidul Hasan
Senior Officer