

**Facility Management Division**

Ref: PBL/HO/FMD/MICR/P/2018/ 1202

May 09, 2018

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**Sub: Request for submission of price proposal for Note Measurement Machine.**

Dear Sir,

Please know that Prime Bank Limited intends to purchase twenty (20) units Note Measurement Machine for branches (Branch list attached as Annexure-A). For this purpose, we are inviting you to submit technical and financial offer of your product in your letterhead pad using following format:

**A. Financial Proposal:**

Sl.	Description	Qty.	Unit Price in BDT (inclusive VAT & Tax)	Total Price in BDT (inclusive VAT & Tax)
1.	Note Measurement Machine	20 units		

**B. Technical Specification:**

SL.	Descriptions	Vendor's Response
01	Brand	Please specify
02	Model	Please specify
03	Type	Desktop
04	Year of Manufacture	2017-18
05	Country of Origin	Please specify
06	Country of Assembled	Please specify
07	Applicable currency	5 to 1000 taka Bangladeshi note & upgrade version
08	Measuring Method	Please specify
09	Measuring Speed	Please specify
10	Measuring Accuracy	Please specify
11	Calculation	Please specify
12	Display	Please specify
13	Power Source	Please specify
14	Printing Functions	Please specify
15	Up Gradation	Please specify
16	Working Period	Please specify
17	Power Consumption	Please specify
18	Dimension	Please specify
19	Weight	Please specify
20	Features	Please specify
21	Life time of Machine	Please specify
22	Warranty	One (01) Year
23	Delivery Lead Time	From ready stock
24	Installation	All over the country
25	Offer Validity	06 (six) months

Please provide detail information regarding above mentioned items.



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*[Handwritten Signature]*

**Facility Management Division**

**Terms & Conditions:**

**1. Delivery & Installation Place:**

- i. From ready stock.
- ii. The supplier will deliver & install the products to the Bank's selected location (anywhere in the country). No additional cost will be paid by the bank for transportation.

**2. Payment:** Payment will be made within 30 (Thirty) days from receipt of bill from the Supplier. Payment will be made as per the following terms and conditions:

- A. 90% of the unit price will be paid after satisfactory installation, testing & commissioning and making the system operational, completion of integration and satisfactory commissioning of the complete solution of the active devices.
- B. Payment will be made on submission of invoice by the supplier subject to installation, Remaining 10% of the unit price will be paid to the Supplier after 06 (Six) months satisfactory operation of the devices.
- C. Bank will deduct VAT & AIT as per govt. rules.

**3. Warranty:** Standard Warranty of 12 (Twelve) months will be applicable. During this period, the vendor shall repair any kind of manufacturing defects including replacement of any parts at its own cost.

**4. Support Level:** The Supplier shall provide immediate response either by phone, e-mail, and fax or by person to any of the Purchaser's queries related to support and service.

**5. Paper & Documents:** The Supplier has to submit the following paper & documents:

- i. Valid Registration/ownership document, VAT & TIN certificate, up-to-date Trade License, and up-to-date Bank Solvency Certificate.
- ii. Distributorship or Sole Distributorship certificate.
- iii. Copies of Work-Orders and performance certificates of executing same work with different Commercial Bank.

**6. Product price shall remain valid for six (06) months from the date of issuing first work order.**

**7. Prime Bank Management reserves the right to accept, modify or reject any or all the quotations without assigning any reason whatsoever.**

**8. After going through the terms & conditions, if you are interested to participate in the bidding process:**

- A. Please submit your proposal in your company's letterhead pad as per format given in pre-page and signature of your company's authorized representative and must be submitted at the tender box kept of our office on **22.05.2018** from **10.30 am to 3:00 pm**. No quotations shall be dropped before or after this time period.
- B. Please return this letter with signature of authorized signatory and seal of the company (on both pages) as proof of acceptance of the terms & conditions.

Thanking you.

  
**Partha Sarathi Bairagi**  
Senior Officer

  
**Md. Mir Murad Ali**  
Senior Assistant Vice President & Deputy



**Facility Management Division**

Annexure-A (List of 20 Branches)

SL	BRANCH NAME	QTY	Branch Type
01	MOTIJHEEL BRANCH	01	AD BRANCH
02	IBB, DILKUSHA	01	AD BRANCH
03	MOHAKHALI BRANCH	01	AD BRANCH
04	GULSHAN BRANCH	01	AD BRANCH
05	UTTARA BRANCH	01	AD BRANCH
06	ELEPHANT ROAD BRANCH	01	AD BRANCH
07	SATMASJID ROAD BRANCH	01	AD BRANCH
08	MIRPUR-1 BRANCH	01	Non-AD BRANCH
09	NARAYANGONJ BRANCH	01	AD BRANCH
10	AGRABAD BRANCH	01	AD BRANCH
11	LALDIGHI EAST BRANCH	01	AD BRANCH
12	COMILLA BRANCH	01	Non-AD BRANCH
13	MYMENSINGH BRANCH	01	Non-AD BRANCH
14	SYLHET BRANCH	01	AD BRANCH
15	BOGRA BRANCH	01	AD BRANCH
16	RANGPUR BRANCH	01	Non-AD BRANCH
17	RAJSHAHI BRANCH	01	AD BRANCH
18	JESSORE BRANCH	01	AD BRANCH
19	KHULNA BRANCH	01	AD BRANCH
20	BARISAL BRANCH	01	AD BRANCH
	TOTAL	20	

