



# Prime Bank Limited

a bank with a difference

Facility Management Division

Prime/FMD/2019/Laptop/ 886

July 02, 2019

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

Dear Sir,

Please be informed that Prime Bank Limited intends to purchase Laptop for different branches and divisions. For this purpose, you are requested to submit financial offer along with technical specifications in your letterhead pad as per following format:

Product: Laptop.

Item Description	Unit Price in BDT (inclusive VAT)	Qty	Total Price in BDT (inclusive VAT)	Remarks
Laptop		15 (Fifteen)		

Terms & Conditions:

1. Delivery & Installation:

- The supplier will deliver & install the products to the Bank's selected location (anywhere in the country) as and when required. No additional cost will be paid by the bank for transportation.
- 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:

- 90% of the unit price will be paid after satisfactory installation of the equipment & subsequent certification of IT division/concerned users.
- Remaining 10% of the unit price will be paid after 06 (Six) months from the date of products delivery.
- 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: 02 (Two) years 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.

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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 Laptop:

Specification		Bidders' Response
Brand	Lenovo/ HP/ Dell	
Model	Please Mention	
Processor (minimum)	6 <sup>th</sup> Generation Intel Core i5, 2.3 GHz, 3 MB Cache	
Chipset	Intel Chipset compatible with processor	
HDD (minimum)	500GB	
RAM (minimum)	4 GB DDR3	
Display size (minimum)	13" LED	
Optical Drive	Not Required	
Graphics system	Integrated Intel HD Graphics, Model: Please mention	
External I/O ports	(2) USB 3.0+ (1) USB 2.0, RJ45 Ethernet, HDMI/VGA, headphone, microphone	
Audio	HD Audio	
Webcam	HD webcam with digital microphone	
LAN/NIC	10/100/1000 Ethernet LAN	
Wireless	Wireless 802.11 b/g/n	
Bluetooth	Integrated Bluetooth Technology	
Power Supply Type (minimum)	Please Mention	
Battery (minimum)	4-cell Lithium Ion Battery, Please mention Back Time	
Product Dimension	Please Mention	
Product Weight	Please Mention	
OS	Free Dos	
Warranty	Two (02) Years Full Warranty with support and spare parts	
Delivery Time	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 09.07.2019 by 2:00 pm at the following 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, 1<sup>st</sup> Floor, Dhaka 1000

Contact Personnel : Md. Rashidul Hasan, Cell: 01730791544  
Technical Clarification Contact: Md. Mahabub Ujjaman, SAVP, Cell: 01730032245



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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

Md. Mir Murad Ali  
Senior Assistant Vice President