

**Facility Management Division**

Prime (HO)/FMD/Proc./2021/331

July 6, 2021

**Subject: Request for Quotation for Submission of Price Proposal for Property Damage All Risks Insurance Coverage against Bank's Assets.**

Dear Sir,

We are pleased to invite sealed Quotation from reputed Insurance Companies which is to be forwarded as under in cover letter for the items on the basis of as per specifications and terms & conditions mentioned below:

**Financial Proposal :**

Figure in Taka

Description of Property	Risk Cover	Sum Insured Amount	Rate	Actual Premium	VAT	Total premium including VAT	Remarks
Bank's Assets. (Furniture & Fixture and Office Equipment & Machineries) located at Head Office, Branches and ATM Booths.	<b>Option-1</b> Property Damage All Risks Insurance Coverage [Fire & lightning, RSD, MD, Flood, Explosion, Earthquake (fire & Shock), Cyclone, Electric Clause - B, Aircraft Damage, Busting over Flowing Water Tank & Pipe and Burglary & House Breaking]	104,86,92,574/-					
	<b>Option-2</b> Property Damage All Risks Insurance Coverage [Fire & lightning, RSD, Earthquake (fire & Shock), Cyclone, Electric Clause - B, Busting over Flowing Water Tank & Pipe and Burglary & House Breaking].	104,86,92,574/-					



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**Terms & Conditions:**

**1. Delivery Place:**

The insurance company will deliver the policy to Facility Management Division, Prime Bank Ltd., Head Office, Dhaka.

**2. Payment:** Payment will be made within 5 (five) days from receipt of bill from the Insurance Company.

**3. Period of insurance:** 01.08.2021 to 01.08.2022.

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

i. Valid Registration/ownership document, VAT & TIN/BIN certificate, up-to-date Trade License, and up-to-date Bank Solvency Certificate.

ii. Annual Report for the year 2020.

iii. Credit Rating Report.

iv. Copies of Work-Orders or valid documents of executing same policy with different Commercial Banks.

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

After going through the terms & conditions, if you are interested to participate in the bidding process, 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 **13.07.2021** from **10.30 am to 2:30 pm**. No quotations shall be dropped before or after this time period. No bidders will be invited while tender opening to avoid social gathering for the present pandemic situation. However, the bidding position to be informed to the qualified bidders through mail communication.

For any query please feel free to contact with Mr. Kamrul Hossain Bhuiyan, Cell: 01730 781176

**RFQ Submission Address:**

Prime Bank Ltd., Facility Management Division, Facilities Tower, (6th floor), Kha-199/2, Maddyia Badda, Pragati Sarani, Dhaka-1212.



**Kazi Sohel Masud**  
FAVP, Procurement  
Cell: 01730 028367

Thanking you.



**Syed Ibne Shariar**  
SAVP & Head of FMD