

Facility Management Division
Ref: Prime/HO/FMD/IT/2022/19
April 17, 2022
Sub: Request for Quotation (RFQ) for purchasing Desktop & Monitor

Dear Sir,

Please be informed that Prime Bank intends to purchase Desktop & Monitor for treasury dealing room. For this purpose, you are kindly requested to submit financial offer along with technical specifications as per following format.

Products: Desktop PC and Monitor.

Description of Hardware	Unit Price (BDT)	VAT	Unit Price inclusive VAT	Quantity	Available quantity at your ready stock (Stock can't be more than 02 months old)	Remarks
PC: Core i7, 1 TB SSD, 16 GB RAM (mentioned in below Desktop specs)				9	Please Mention	Any change in VAT by the govt. would be borne by the bank
24" FHD professional (VGA, DisplayPort & HDMI) Monitor				18		
28" FHD professional (VGA, DisplayPort & HDMI) Monitor				2		

Terms & Conditions:
1. Delivery & Installation:

- The supplier will deliver & install the products to the Bank's selected location (Paltan, Dhaka) 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 (Applicable only for WO value over 02 Lakhs at a time) will be paid after satisfactory installation of the equipment & subsequent certification of IT division/concerned users. Remaining 10% of the unit price (Applicable only for WO value over 02 Lakhs at a time) will be paid after 06 (Six) months satisfactory operation of the equipment. However, 100% payment may be paid in case of submission of Bank Guaranty amounting to 10% of the total work order amount for a period of 06 months.
- 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: 03 Years full Warranty with Support & Spare Parts. 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. Technical specification: Technical specification is given below at Table 'A'. Bidder's response will be filled up by participant companies.

Specification of Desktop (CPU)

PARTICULARS	REQUIRED SPECIFICATION
BRAND	Dell/Lenovo/HP (Business Series)
MODEL	Please Mention
PROCESSOR	Intel Core i7 10 th Gen or Higher
GRAPHICS CARD	Please Mention
SSD (MINIMUM)	1TB M.2 SSD NVME
RAM (MINIMUM)	1 x 16GB DDR4
PORT & SLOTS (MINIMUM)	1 VGA/D-Sub, 1 HDMI, 1 DisplayPort, RJ45 LAN, Audio, Wi-Fi, 4 USB or Higher & other necessary I/O
KEYBOARD	Keyboard (Wireless)
MOUSE	Optical Mouse (Wireless)
OPERATING SYSTEM	Preloaded Win 11 Pro (Licensed)
WARRANTY	03 Years (Support & Spare Parts)
DELIVERY TIME	Ready Stock (Preferable)

7. After going through the terms & conditions, please submit proposal as per format mentioned above in your company's letterhead pad duly signed by authorized representative of your company. Sealed proposals have to be dropped **in the Tender box on 26th April 2022 before 2:00 PM**. No RFQ shall be entertained after the specified time and date. No RFQ document will be received by mail.

Submission Address: Facility Management Division | Prime Bank Limited, Facilities Tower (6th Floor), Kha-199/2, Maddhya Badda, Pragati Sarani, Dhaka-1212

RFQ process Contact : Partha Sarathi Bairagi, Cell: 01730781194
 Technical Clarification Contact: M. Saifur Rashid, Cell: 01711-958938

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 works amongst the participants without assigning any reason whatsoever.

Thanking You.



Kazi Sohel Masud
 AVP & Unit Head, Procurement



Syed Ibne Sharif
 Head of FMD