

Facility Management Division

Ref: PBL/HO/FMD/2019/ 378

February 27, 2019

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Sub: Request for submission of Technical and Financial proposal for Photocopier.

Dear all,

Please refer to the captioned subject, we would to inform you that, Prime Bank Limited intends to select vendors for a period of 6 (six) months to purchase different types of heavy duty Photocopier machine (20 CPM, 25 CPM with ARDF & 30CPM with ARDF) for different Divisions and Branches throughout the Country. For this purpose, you are requested to submit technical and financial offer of your products in your letterhead pad as per following format/ specifications:

Technical Specification of 20 CPM:

SL.	Specification	PBL Requirement
1	Brand & Model	To be mentioned by vendor.
2	Country of Origin & Assemble	To be mentioned by vendor.
3	Copy Speed	20 CPM.
4	Multiple Copy	At least up to 999 times.
5	Duplex Unit (ADU)	Included.
6	Paper Input Capacity	No. of Tray:-1, Tray Capacity :At least 250-sheets/tray; Bypass tray capacity: At least 100 sheets /tray.
7	Zoom Ration	At least 50% -200%.
8	Resolution	At least 600 dpi.
9	Copy Memory	At least 256MB (RAM).
10	Copy Size	Maximum A3.
11	Maximum Copying Capacity per day	To be mentioned by vendor.
12	Warranty period	At least One year full warranty without consumable items.
13	Scanning & Printing	Standard
14	After sales service	Three years free of cost.
15	Price List for spare parts and consumable items	All types consumable items & spare parts and validity of price will be two years.
16	Offer Validity	At least for six Months.

Item Description	Unit Price in BDT (inclusive VAT & Tax only)	Remarks
One Unit Heavy Duty Photocopier of 20 CPM.		





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Technical Specification of 25 CPM:

Sl.	Specifications	PBL Requirement
1	Brand & Model	To be mentioned by vendor.
2	Country of Origin:	To be mentioned by vendor.
3	Copy Speed	25 CPM.
4	Multiple Copy	At least Up to 999 times.
5	Duplex Unit (ADU)	Included.
6	Paper Input Capacity	No. of Tray:-2 Tray capacity: At least 500-sheets/tray; Bypass tray capacity: At least 100 sheets/tray.
7	Zoom Ration	At least 50%-200%.
8	Resolution	At least 600 dpi.
9	Copy Memory	At least 1 GB (RAM).
10	Copy Size	Maximum A3.
11	Maximum Copying Capacity per day	To be mentioned by vendor.
12	Warranty Period	At least one year full warranty.
13	Scanning & Printing	Standard
14	ARDF	Included.
15	After sales service	Three years free of cost.
16	Price List for spare parts and consumable items	All type's consumable & spare parts price and validity of price will be two years.
17	Offer Validity	At least for Six Months.

Financial Proposal:

Item Description	Unit Price in BDT (inclusive VAT & Tax only)	Remarks
One Unit Heavy Duty Photocopier of 25 CPM with ARDF		

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Technical Specification 30 CPM

SL.	Specification	PBL Requirement
1	Brand & Model	To be mentioned by vendor.
2	Country of Origin & Assemble	To be mentioned by vendor.
3	Copy Speed	30 CPM.
4	Multiple Copy	At least Up to 999 times.
5	Duplex Unit (ADU)	Included.
6	Paper Input Capacity	No. of Tray:-2 Tray Capacity :At least 500-sheets/tray; Bypass tray capacity: At least 100 sheets /tray.
7	Zoom Ration	At least 50%-400%.
8	Resolution	At least 600 dpi.
9	Copy Memory	1GB (RAM).
10	Copy Size	Maximum A3.
11	Maximum Copying Capacity per day	To be mentioned by vendor.
12	Warranty period	One year full warranty without consumable items.
13	Scanning & Printing	Standard
14	RADF	Included.
15	After sales service	Three years free of cost.
16	Price List for spare parts and consumable items	All types consumable & spare parts and validity of price will be three years.
17	Offer Validity	At least for six Months.

Financial Proposal

Item Description	Unit Price in BDT	Remarks
One Unit Photocopier of 30 CPM with RADF		