

Prime/HO/FMD/2015/

April 09, 2015

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Sub: Request for financial proposal for supply of furniture (Full Height Cabinet, Manager Chair & Q Stand) for the Jessore Branch, Jessore.

Dear Sir,

Reference may please be made on the above mentioned subject.

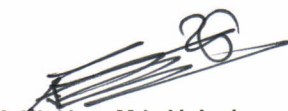
We would like to inform you that, the Management of Prime Bank Limited has decided to purchase **furniture (Full Height Cabinet, Manager Chair & Q Stand) for the Jessore Branch, Jessore.** Being enlisted firms with us under category – F, you may participate by submitting the financial proposal for the captioned work.

We need to have your estimated cost for the above item. The quotation of the item to be submitted to us will be inclusive of supply/ installation cost, carrying cost, income TAX, VAT etc.

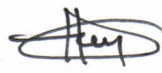
You are therefore, requested to collect the Bill of Quantity (BOQ) from Facility Management Division, Head Office, 29, RAJUK Avenue (2nd Floor), Dhaka – 1000 during office hours from 12.04.2015

The said financial proposal furniture (Full Height Cabinet, Manager Chair & Q Stand) for the Jessore Branch, Jessore should be submitted along with a cover letter in a sealed envelope addressing the Senior Vice President, Facility Management Division, Prime Bank Limited, Head Office, 29, RAJUK Avenue (2nd Floor), Dhaka – 1000 within 3:00 pm on 23.04.2015. For further details, you may contact **Facility Management Division, Head Office, 29, RAJUK Avenue (2nd Floor), Dhaka – 1000 during office hours.**

The Bank reserves the right to reject any or the entire proposal without (assigning any reason) whatsoever, or waive any irregularity in the proposal and the Bank will not be bound to accept either the lowest financial proposal or any other proposal. Bank also reserves the right to divide the whole work among different vendors.


Saif-Ul-Alam Md. Al-Amin
VP of FMD

Thanking you


Md. Shahidul Hoque
SVP & Head of FMD



Prime Bank Limited

Facility Management Division
Head Office, Motijheel, Dhaka

BOQ and Specification for Full Height Cabinet, Manager Chair & Q Stand For Jessore Branch, Jessore.

Sl.	Description	Unit	Minimum Quantity	Unit Rate (Tk.)	Amount (Tk.)
1	FULL HEIGHT/ LOW HEIGHT CABINET Supply, fitting & fixing of Low height back cabinet made of imported laminated board of approved color and quality including locks, support rubber mountings and other standard hardwares etc. all complete as per standard design and full satisfaction of the procurement officer. (Design, quality of material & workmanship should be same as SBC Tower Branch, (Design Theme and Size will be the same as our division)	Number	416 sft		
02	MANAGER'S CHAIR Supply, fitting & fixing of Imported high back revolving armed chair for Manager with imported Black PU 1pholstery, tilted back, 5 leg wheel, hydraulic system including necessary hardware & accessories etc. all complete as per design, direction and full satisfaction of the Engineer in charge. Model-CMF103AS BOHO/EURO/GODREJ		01		
03	Q- Stand Pilot Colour.		03		
				Total Tk.	

Note: The Bank will deduct 4% VAT and applicable income tax at source as per govt rule.