

Prime/HO/FMD/2015/Laptop/  
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June 10, 2015

**Sub: Request for submission of price proposal for Laptop.**

Dear Sir,

Please know that Prime Bank Limited intends to purchase Laptop of renowned brand for Head of Human Resources Division, Head Office. For this purpose, we are inviting you to submit financial offer along with technical specification of your product in your letterhead pad using following format:

**Lot- A: Laptop**

Item Description	Unit Price in BDT (inclusive VAT & Tax)	Qty	Total Price in BDT (inclusive VAT & Tax)	Remarks
Laptop		01 (One)		

**Terms & Conditions:**

**1. Delivery & Installation:**

- A. From ready-stock (1 week).
- B. The supplier will deliver & install the products to the Bank's selected location (anywhere in the country). No additional cost will be paid by the bank for transportation.
- C. In case of supply of inferior quality/defective goods; any change request by Prime Bank must be entertained.

**2. Payment :** Payment will be made within 30 (Thirty) days from receipt of bill from the Supplier. Payment will be made as per the following terms and conditions:

- A. 90% of the unit price will be paid after satisfactory installation of the equipment & subsequent certification of IT division/concerned users.
- B. Remaining 10% of the unit price will be paid to the Supplier after 06 (Six) months of satisfactory operation of the equipment.
- C. D. Bank will deduct VAT & AIT as per govt. rules.

**3. Warranty:** Please mention warranty period. During this period, the vendor shall repair any kind of defects including replacement of any parts at its own cost or replace the equipment if necessary.

**4. Support Level:** The Supplier shall provide immediate response either by phone, e-mail, and fax or by person to any of the Purchaser's queries related to support and service.

**5. Technical specification:** Technical specification is attached in page-2. Bidder's response will be filled up by participant companies.

**6. After going through the terms & conditions, if you are interested to participate in the bidding process:**

- A. Please submit your proposal in your company's letterhead pad as per format given in this page and signature of your company's authorized representative and must be submitted at the tender box of our office on 16.06.2015 from 10:30 am to 3.00 pm. No quotations shall be dropped before or after this time period.

Thanking you.

Sincerely yours,



**Md. Shahidul Hoque**  
**Senior Vice President &**  
**The Head of FMD**

**Facility Management Division**

Specification		Bidder's Response
Brand	Any renowned Brand	
Model	Please mention	
Processor (minimum)	4 <sup>th</sup> Generation Intel Core i5 2.6 GHz, 3 MB Cache (Ultra Thin and Slim Business Laptop)	
Chipset	Intel Chipset compatible with processor	
Storage (minimum)	256 GB SSD	
RAM (minimum)	8GB DDR3	
Display size	13.3" LED (Less or equal to 13.3")	
Optical Drive	Not Required	
Graphics system	Intel Graphics, Model: Please mention	
External I/O ports	(2) USB 3.0 + (1) USB 2.0 , RJ45 Ethernet , HDMI / VGA, headphone, microphone in, 8-in-1 Memory Card Reader, COM	
Speakers	Stereo Speakers	
Webcam	HD 1.0MP webcam with digital microphone	
LAN / NIC	10/100/1000 Ethernet LAN	
Wireless technologies	Wireless 1704 802.11b/g/n	
Bluetooth	Integrated Bluetooth Technology	
Power supply type (minimum)	Please Mention	
Battery (minimum)	6-cell Lithium Ion Battery, Please mention backup time	
Product Dimension	Please mention	
Product Weight (kg)	Thin Light Weight (Less or equal to 1.4 kg)	
Operating System	Windows 8.1 professional with original CD media	
Warranty	03 years full with support and spare parts	
Delivery Time	Please Mention	